

Senior Consultant Job Specification

Job Title	Research & Evaluation (R&E) Senior Consultant
Reporting To	Director of Research & Evaluation or Director of Service Development
Purpose	To design, deliver and lead high quality and profitable social research and evaluation activities that delight our clients and deliver activities to help us achieve our growth strategies.
Key Accountabilities	<ul style="list-style-type: none"> > Lead and deliver high quality and profitable R&E projects > Identify, create and respond to opportunities to grow R&E in line with strategy > (Through the above) Delight our clients > Line manage and develop staff > Demonstrate our values and encourage values in others
Duties and Responsibilities	<p>Lead and deliver high quality and profitable R&E projects</p> <ul style="list-style-type: none"> > Design R&E projects for public sector projects to client requirements, observing relevant guidance e.g. the Magenta Book > Lead the delivery of R&E projects maintaining full intellectual engagement with the work whilst also optimising the skills of your team > Lead analysis and synthesis of R&E projects, drawing out the findings in line with the clients' questions > Lead dissemination activities from R&E projects using a range of approaches e.g. written reports, infographics, presentations, and workshops > Provide a senior presence and appropriate guidance at key client interface situations ensuring you represent Winning Moves in professional, calm and authoritative manner > Identify business risk (value, quality, reputation) within projects and manage appropriate solutions > Ensure the work we undertake delivers profit to our business <p>Identify, create and respond to opportunities to grow R&E in line with strategy</p> <ul style="list-style-type: none"> > Grow our reputation and networks to support growth strategies > Support business development and work winning opportunities through winning new business, growing existing business and securing repeat business > Write bespoke, high quality, tender content that demonstrates a clear understanding of the tender requirements > Keep abreast of best practice and UK Government social research and evaluation practice <p>Delight our clients</p> <ul style="list-style-type: none"> > Ensure our work satisfies agreed objectives and meets or exceeds client expectations > Use research and evaluation to help clients to add value to their activities

	<ul style="list-style-type: none"> > Quality assure key project deliverables > Add value to the client experience and research by providing a high level of interpretation and direction, where appropriate <p>Line manage and develop staff</p> <ul style="list-style-type: none"> > Line manage members of the R&E team planning their career development, identifying training needs, supporting them with their own line management responsibilities, conducting appraisals > Coach and mentor members of the R&E research team to help realise their developmental potential <p>Values and adding value</p> <ul style="list-style-type: none"> > Embody our values – different, better, faster - in how you work, and encourage the same in others > Effectively engage and manage others input to support you to achieve your Purpose and your duties and responsibilities > Be proactive in identifying ways in which Winning Moves can improve the quality, profitability and timeliness of its operations, and take action to ensure continuous improvement > Act in the best current and future interests of Winning Moves > Undertake any additional reasonable tasks and activities associated with the role and to support Winning Moves achieve its' objectives > Adhere to all of Winning Moves' policies and procedures
KPIs	<ul style="list-style-type: none"> > Profitability of projects > Overall client satisfaction > Level of expertise in organisational capabilities (see capability framework) > Embodies Winning Moves' values and works in line with Winning Moves' quality procedures and management competencies > Complies with Winning Moves' company policies and MRS Code of Conduct