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**Job Title: Research and Learning Officer (4in10 London’s Child Poverty Network)**

**Hours:**

**Part time: 35 hours per week.** Happy to discuss flexible working to include compressed hours and/or job share.

**Contract: Funded by City Bridge Trust to end of April 2023**

**Salary: £33,200 (inclusive of London Weighting)**

**Located: Flexible to include a mix of home/office (central London based)**

**working**

**Responsible to: 4in10 Strategic Project Manager**

1. **Children England**

Children England is a charity created, governed and inspired by other charities. Our mission is to change the world for England’s children by harnessing the energy, ingenuity and expertise of the voluntary organisations that work on their behalf.

We are proud of our history and the positive role that charities and voluntary groups have played in shaping our society and championing the importance of children within it. We are equally passionate about supporting charities and voluntary groups to survive, to thrive and to continue their vital work in the future.

Our members share our vision and commitment to create a society where all children and young people are valued, protected and listened to, their rights are realised and their families are supported.

We know this vision is shared by many others beyond the voluntary sector and we will collaborate with all those who can support and help us to achieve real change for children.

Our main activities are to:

* promote the role of the children’s voluntary sector in providing innovative approaches to meeting the needs children and young people
* campaign for children to remain at the top of the political agenda
* speak with the collective voice of the children’s sector
* advocate for full implementation of the UN Convention on the Rights of the Child.

1. **4in10 London’s Child Poverty Network background**

Within Children England, 4in10 is a London-wide campaigning network of organisations working to improve the lives of children living in poverty across the capital.

We believe child poverty can be tackled. It doesn't have to exist. It doesn't have to be hurting the lives of hundreds of thousands of children.

So, we connect people who care, we highlight best practice that works and keep the spotlight on the damage that poverty is doing to families in London, all the time ensuring that the experience and voices of those with lived experience are at the heart of all we do.

We are a tiny team with big hearts. Our network holds over 400 organisations, but there is always room for more. Help us to work with others across the capital to do better for London's children.

1. **Job Purpose**

The holder of this role will use their research and analysis skills to support the development of learning resources and events, and to contribute to 4in10’s influencing work. They will conduct consultation with children, families and VCS colleagues to produce engaging content on a wide range of aspects of child poverty in London.

The Research and Learning Officer will be curious, persuasive, and passionate about using their work to challenge child poverty in London.

We expect the post holder will have exceptional people skills, a positive and proactive attitude and the ability to work collaboratively within a small team and supporting a wider network.

1. **Key Responsibilities & Tasks**

* Undertake and co-ordinate policy-analysis, research and consultation with children and families and VCS colleagues to produce policy briefings on aspects of child poverty in London
* Develop and run training and learning events for community and voluntary sector organisations and Local Authorities and policy makers in London to strengthen their work on child poverty
* Work with the 4in10 member organisations to enable children, young people and families and member staff take a lead role in policy and campaigning work
* Liaise with the 4in10 Strategic Manager to develop and deliver research and policy priorities
* Ensure that there is a strong evidence base for 4in10’s policy work, and to liaise with the 4in10 Strategic Manager to enable the organisation to respond rapidly and effectively to events
* Contribute to the regular communications programme of 4in10 and Children England including managing content on website, social media and mailing platforms.

Other relevant activities including:

* Playing an active role in achieving the ambitions of the CE strategic plan
* Meeting regularly with other staff, working as a team, sharing ‘what works’ and providing feedback to Children England to inform future work and influence voluntary and statutory partners.
* Monitoring and evaluating the impact of the work including providing regular reports and collecting monitoring and evaluation data as required for funders and trustees.
* Participating in training, supervision and team meetings as requested

Additional duties:

* To contribute to the maintenance of the administration and information sharing systems within Children England
* To work within all CE policies including to actively promote equality of opportunity and challenge discrimination.
* Participating in training, supervision and team meetings as requested
* Undertake any other duties commensurate with the level of the post.

**3. Person Specification**

We would want this post holder to approach their work with a commitment to:

* Meet people where they are
* Be respectful
* Listen to the community
* Build trust and relationships
* Get the word out about the challenges of living on a low income in a non-stigmatizing manner

We would expect them to have the following skills and experience:

* Clear understanding of the needs and challenges facing London’s voluntary sector, and the impacts of poverty on the capital’s families.
* A good level of knowledge around current national, regional and local government policies and agendas on child poverty
* Previous experience of undertaking research, the ability to process large volumes of information and presenting the learning in a range of formats with persuasive purpose.
* Previous experience of running or contributing to training and/or capacity building events
* An ability to develop and maintain excellent working relationships with the team, and community partners and experience of collaborative working with service provider and / or infrastructure VCS organisations
* Knowledge of how best to use digital communication tools to perform this type of role and experience with tools such as such as Mailchimp, Canva, Eventbrite, Twitter and WordPress.
* Good organisational skills with evidence of the ability to be proactive, strategically manage competing agendas and work on their own initiative to tight deadlines.
* Facilitation and training skills
* Excellent written and verbal communication skills.
* Child / young person-centred approach, upholding children’s rights
* Commitment to work in ways which challenge discrimination and disadvantage.

We believe the voluntary sector should be as open and accessible as possible to people with the passion and skill to contribute, so we do not specify a degree, or particular qualification as a requirement for this role.

**In addition**

All staff must be willing to take advantage of appropriate training and development opportunities.

All staff must be willing to abide by the Health and Safety and other policies of Children England, and be prepared to challenge discrimination in the workplace and the wider world.

**Further information**

Children England has a small staff team and everyone is expected to work together as a team, contributing to shared tasks as well as taking personal responsibility for their own area of work.

All members of staff and volunteers are expected to work in a manner consistent with the agreed Statement of Values and principles which underpins the work of Children England. This includes a requirement to maintain confidentiality.

All costs, expenses and travel will be reimbursed for duties undertaken – as per expense policy

Annual Leave - 28 days (pro rata), 3 of which must be taken over Christmas/New Year period

Pension - Offered at 9% of salary (not including London Weighting element) into personal pension plan