



GraphicScience

Job title: Senior Public Engagement Analyst

Location: Nr Bristol, UK. This is a hybrid role and we currently work in the office one day a week.

Contract details: Full time (part time considered for the right candidate). Happy to accommodate any kind of flexible working.

Salary: £40,000 per annum

About Graphic Science

Graphic Science is a science, technology, engineering, and maths (STEM) engagement specialist consultancy. Our portfolio of support for engagement includes strategic guidance on the development of public engagement programmes and activity, evaluation, working with schools and young people, and direct delivery of activities. We work with a variety of clients and partners across the UK and beyond including research funders, higher education institutions, industry, charitable organisations, and public engagement practitioners.

We are a small, close-knit company comprising two teams: the STEM learning team and the projects team. The STEM learning team support and deliver STEM engagement activity primarily focused on young people. This includes the STEM Ambassador Delivery Partner for South West England as well as development and delivery of a range of programmes and initiatives.

The projects team undertake a wide variety of work relating to STEM engagement. This primarily involves strategic guidance and evaluation on a range of programmes and activities. We take an evidence based approach, relying on tools such as logic models to understand both existing and proposed activities. Our evaluations are characterised by a creative approach to data gathering (qual and quant), rigorous analysis (including the use of NVivo), and often built around a Realist approach to understanding the impact of an intervention.

Job description

This role sits within the projects team. Working directly with the Director, we're looking for someone to join our small, friendly team to work across our portfolio of projects. We're looking for an all rounder, equally comfortable interviewing a senior leader, devising feedback mechanisms for youth workers or reporting the impact of a science festival.

Some national and international travel, and occasional evening and weekend working may be required.

Key responsibilities

- Relationship management
- Day to day project coordination
- Tool development
- Research and analysis
- Report writing
- Responding to requests and invitations to tender
- Presenting work and sharing learning internally, with project teams and their stakeholders, and with the wider sector
- Providing additional support across the company as reasonably requested

About you

- **Strategic thinking:** Experience developing strategic tools such as logic models and evaluation frameworks and using these to review progress towards aims and objectives
- **Data collection, analysis and reporting:** Comfortable with both qualitative and quantitative methods of data collection and using these to share insights and learning.
- **Organisational, time management and prioritisation skills:** Experience managing a number of different projects or activities at one time.
- **Relationship management:** Adept at building and maintaining relationships with project partners and participants at all levels.
- **Communication skills:** Excellent interpersonal and written communication skills
- **Ways of working:** Experience of working both independently and collaboratively.
- **Leadership:** A proactive worker who is able to take ownership of the work whilst recognising where input from others is required.
- **Participant focused:** A sensitivity and empathy for the lived experience of others, and how that experience shapes participation in programmes. Understanding of participant experience to develop accessible tools and initiatives.
- **Technical skills:** Proficiency using computers including good knowledge of Microsoft Office, NVivo, Canva, and online collaborative tools such as Miro, Padlet and Mentimeter.
- **Knowledge:** of the UK higher education and research landscapes.

To apply

Please email a CV (no more than 2 pages) and a cover letter indicating your suitability for the role and motivation to apply to Ben Johnson: ben@graphicscience.co.uk

Closing date: **Midday 27th November**

We will look to hold interviews on November 30th and December 1st

If you have any questions about the role please contact Louisa Fox:

louisa@graphicscience.co.uk