



SafeLives Data Team Manager: Drive

Reports to	Head of Research, Evaluation & Analysis (REA) SafeLives
Direct Reports	Senior Data Analyst and Data/Research Analysts [project allocation specific]
Hours	37.5 hours per week (1.0 FTE)
Salary	£44,453.07- ££46,186.74 Per annum [Band I]
Contract	Permanent
Location	Bristol based with some travel across the UK.
Benefits	A generous package including 25 days annual leave plus 8 bank holidays pro rata, employee pension scheme with 4% employer contribution, Cycle2Work scheme, 365 days a year Employee Assistance Programme

About SafeLives

We are SafeLives, the UK-wide charity dedicated to ending domestic abuse, for everyone and for good.

We work with organisations across the UK to transform the response to domestic abuse. We want what you would want for your best friend. We listen to survivors, putting their voices at the heart of our thinking. We look at the whole picture for each individual and family to get the right help at the right time to make families everywhere safe and well. And we challenge perpetrators to change, asking 'why doesn't he stop?' rather than 'why doesn't she leave?' This applies whatever the gender of the victim or perpetrator and whatever the nature of their relationship.

Last year alone, nearly 13,500 professionals received our training. Over 70,000 adults at risk of serious harm or murder and more than 85,000 children received support through dedicated multi-agency support designed by us and delivered with partners. In the last four years, over 2,000 perpetrators have been challenged and supported to change by interventions we created with partners, and that's just the start.

Together we can end domestic abuse. Forever. For everyone.

About the Drive Partnership

The Drive Partnership is a partnership between Respect, SafeLives and Social Finance. We came together in 2015 around a shared ambition to change the way statutory and voluntary agencies respond to high-harm, high-risk perpetrators of domestic violence and abuse. Today, we are still working together to transform the national response to perpetrators of domestic abuse. The Drive partners provide ongoing governance and leadership for all of our work through a joint project board.

The Drive Project

The Drive Project is our flagship intervention working with those causing harm in their relationships to prevent abusive behaviour and protect victim-survivors. Service users have been assessed as posing a high-risk, high-harm level of domestic abuse to the people that they are in intimate or family relationships with. They also often have multiple needs and are resistant to change. The Drive Project

has an intensive case management approach that challenges service users to change and works with partner agencies – like the police and social services – to disrupt abuse.

Key purpose of role

SafeLives has an unparalleled track record of using evidence and research to effect national change; with research and analysis being fundamental to helping SafeLives achieve its strategy. This information is used to set our policy messages, define our strategy, design our services, and evidences the impact of the work we have done.

This role is an exciting opportunity to help transform the response to domestic abuse by ensuring the sector is evidence led. SafeLives holds the largest datasets on victims and perpetrators of domestic abuse nationally which you will use to inform our ambitious policy and research agenda. Working alongside our practice experts, survivors of abuse, and our expert data and research team, you will help to answer important questions about what works in ending domestic abuse.

The post holder will be responsible for working with the SafeLives Head of Research, Evaluation and Analysis (REA) and Research Manager to develop and deliver rigorous, sector leading data analysis, and inform recommendations across the Drive programme and SafeLives. All output will be closely aligned to the Drive programme and SafeLives strategy and blueprint. The Data Team Manager will ensure the expertise and learning within the Drive programme is fully leveraged and utilised, facilitating collaboration between departments to test and refine key practice and data learning, translating findings into actionable insights.

The Data Team Manager will be responsible for ensuring high quality data collection, reporting, quality assurance, analysis, and maintenance of Drive programme data, including data collected via the projects Case Management Systems. They will be responsible for excellent internal and external relationship management, supporting the delivery of high-quality data and information. They will manage delivery of programme design, delivery, interpretation and training on datasets and associated analytical techniques. The post holder will deputise for the Head of team, where appropriate, attending meetings and liaising as required with external partners, stakeholders, and front-line services. The post holder will be responsible for ensuring all work streams are delivered to a high standard, on time and to budget, alerting the Head in a solution-focussed way to problems as they arise.

Through working with our experts (Drive Director, Practice, National Systems Change, Restart, Communications and Public Affairs) the post holder will use data and information to influence policy and inform practitioners, commissioners, and government about the sector. This is a great opportunity to see our data and research inform and improve the response to domestic abuse nationally.

Key relationships

External – Service managers and front-line practitioners in the DA sector and partner sectors as required; local authority commissioners; local and national policymakers; academics and think tanks; SafeLives associates and partners. Respect and Social Finance staff outside of the Drive team.

Internal – The Head of REA and broader REA team; Drive Director, Drive Practice; National Systems Change; Restart; Drive Communications and Public Affairs; Drive Project Management; SafeLives teams including Innovation; Training and Development; SafeLives programme and project teams.

Key duties and responsibilities

- Lead the team to deliver accurate, insightful, and practical data analysis and key messages about 'what works' and 'what is happening' to Drive, SafeLives and external partners, including local and national commissioners, domestic abuse services (for those using harm, victims and children and young people) across the UK and other interested parties.
- Support front-line services and practitioners to gather high quality data on all family members affected by domestic abuse including but not exclusively children, adult victims, and perpetrators of harm.
- Develop and manage the Drive Case Management Systems to a high standard. Supporting all stages of the case management process from data entry, quality assurance, visualisation to publication.
- Lead on the delivery of internal and external evaluation aspects of the Drive Programme

- Coordinate the development and integration of the wider project and programme datasets into the Drive Case Management System and support cross dataset working and awareness within the broader SafeLives REA team and partnership.
- Ensure messaging from the reporting dashboards and datasets are strategically coordinated to provide a whole family: whole picture perspective.
- Pro-actively develop and manage relationships with service managers and commissioners across the Drive Programme, liaising with external stakeholders and other contacts to develop positive, productive, and collaborative working relationships and responding to queries as appropriate.
- Deputise for the Head of REA at internal and external meetings as required.
- Coordinate regular key messaging from the datasets with the Drive communications & public affairs team and SafeLives Head of Communications & Marketing and Public Affairs Manager to ensure their consistency with the strategic aims and wider messages of SafeLives
- Work closely and collaboratively with the Drive Director, Drive Practice, Restart and National Systems change teams to ensure data outcomes are linked to best practice recommendations and ensure all messages and output are quality assured and aligned with Drive and SafeLives practice messages.
- Manage and balance conflicting priorities, foster a solution focused approach that's transparent, realistic and effectively aligns expectations and expertise across departments in relation to research and data activities.
- Identify potential risks regarding Drive data and research activities, including delays, quality concerns, or missed opportunities.
- Ensure a whole family: whole picture approach is adopted incorporating all affected by domestic abuse, including but not limited to children, victims, and perpetrators
- Lead on preparation of data requests and/or presentations for senior management or wider teams within Drive and SafeLives
- Oversee the line management of the Senior Research Analyst(s) and Data/Research Analyst(s) and through them the wider SafeLives team as required.
- Manage workflows, timelines and resources, overseeing multiple projects and ensuring they are delivered on time and within budget.
- Use knowledge of research, evaluation and analysis methodologies to advise on appropriate design and development of new and existing research tools
- Ensure that the voice of survivor's and their children is central to the evaluation aspect of SafeLives strategy.
- Support the Head of REA to write operating plans and budgets and manage deliverables and spend against them
- Ensure reports and presentations are delivered in timely manner in relation to contracts; sign off for quality and appropriateness and ensure services are invoiced in a timely manner
- Ensure the relevance, quality and consistency of reports and other outputs to practitioners, service managers and commissioners, balancing rigour and thoroughness with a strong focus on the policy and practice implications of our data
- Support the Heads of teams to identify funding stream opportunities and support bids and as required
- Ensure that any data collected, analysed and or shared whilst performing these duties is handled in line with SafeLives Data protection, data storage and collection policy and protocols
- Ensure compliance with the SafeLives Ethics process.
- Any other duties commensurate with the general level of the role as directed by the Head of REA or SafeLives Senior management Team.

Person specification

Qualifications

Master's Degree in a social science, leadership and management or related subject, and significant, comprehensive knowledge and experience of the VAWG sector.

Skills/experience: essential

- Extensive experience of scoping, developing, and maintaining the data in case management systems, including identifying and developing appropriate tools and reporting methods.
- Excellent analysis skills with a strong ability to identify key themes in complex material, test interpretation and ensure that messages are relevant to practice and policy contexts.

- Confident communicating clear practice and policy implications from data and evidence and presenting them in a range of formats to both specialist and non-specialist audiences.
- Strong track record of managing projects or programmes, including forward planning, monitoring progress against delivery, identifying and mitigating risks to delivery.
- Excellent team worker, comfortable working with colleagues from different disciplines and in varied locations and drawing on a range of expertise to interpret data.
- Extensive experience, and comprehensive knowledge of working with large complex quantitative datasets, including a solid understanding of techniques and processes in Excel.
- A broad range of experience of successfully managing, developing, and motivating a complex and diverse range of people, including an appreciation of how to deliver through a team.
- Excellent IT skills including knowledge and experience of Word, PowerPoint, and Outlook.
- A strong track record and excellent ability to work across disciplines, being effective and confident with frontline delivery partners as well as researchers, strategic stakeholders, and commissioners.
- Excellent people and communication skills in both written and oral form
- Significant knowledge, experience and understanding of the most effective ways of supporting organisations to use evidence to inform and develop practice.
- Significant knowledge, experience and understanding of evaluation design and different methodologies and approaches.
- Significant knowledge, experience and understanding of conducting statistical analyses using an appropriate package e.g., SPSS, R and/or SNAP survey software.
- A breadth of experience in delivering or managing qualitative research e.g., interviews, focus groups.
- An appreciation and good understanding of the literature and key research and policy debates relating to adults and/or children living with abuse, and a passion for working to improve their lives.
- Prior experience delivering training and data interpretation to front-line practitioners or equivalent.
- Ability to use (or enthusiasm to learn about) data visualization and analytics tools.
- Prior experience and a good knowledge of considerations when setting budgets, monitoring, and reporting spend against them.
- A sound knowledge and understanding of scoping, designing, and delivering evaluation research, including identifying and developing appropriate tools and reporting methods.
- Detailed and comprehensive knowledge of domestic abuse sector.

Competencies

Delivering quality

- Strong data analysis skills with the ability to work across multiple large-scale datasets utilising a variety of data systems, whilst maintaining a high level of attention to detail.
- Strong time management and organisational skills including the ability to manage multiple projects, prioritise own work and meet tight deadlines.
- Pro-active self-starter with the ability to use initiative and judgement to identify problems and propose solutions.
- Takes responsibility for own workload, acts on own initiative, seeks and is reflective and responsive to feedback from others, evaluating own performance and then acting upon it.
- Demonstrates innovation trying out new ideas and ways of working and identifies and shares learning.
- Resilience in managing workstreams that are ever shifting and variable within an innovative and creative space.

Communication & Relationship management

- Excellent written skills, with experience of writing reports, guidance, or briefings to influence policy or practice.
- Builds and maintains open, honest, and congruent relationships with a range of internal and external stakeholders.
- Speaks and writes clearly and effectively and in a timely manner to both internal and external audiences.

- Very strong oral communication skills, with experience effectively communicating to a range of audiences.
- Proven ability to maintain confidentiality and always show discretion.
- Capacity to maintain professional boundaries within line management and wider relationships.

Influence

- A genuine interest and commitment to contribute to SafeLives' goals to support victims of domestic abuse and improve routes to safety in the sector.
- Inspires confidence and trust– demonstrating high standards of integrity, honesty, and fairness.
- Actively engages with and shares the knowledge, ideas, and contributions of others.

Innovation and creativity

- Looks for ways to improve current practice.
- Tries out new ideas, working practices and technologies to improve own ways of working.

Teamwork and collaboration

- A strong team player, with experience of working with colleagues across a range of roles.
- Works effectively as part of a team to deliver shared objectives and to build team spirit.
- Supports colleagues in demanding situations, recognises the importance of well-being in self and others, accepts help and support from other team members.
- Listens to the views of others
- Can be flexible and resilient in an ever-shifting sectoral landscape.
- Has a good sense of humour and can bring a positivity into a challenging and emotive working environment.

Management and decision-making

- Support and take direction from the Senior REA management team in the delivery of the Drive Programme deliverables, SafeLives Strategy, and annual operating plan.
- Provides effective management, empowering direct reports to achieve their potential and supporting their learning and development needs.
- Ensures policies are adhered to, holds direct reports to account and acts swiftly, in-line with procedure, when performance issues arise.
- Makes appropriate level decisions in line with SafeLives' values and strategy, is accountable for decisions made, communicates the rationale effectively and sees them through to completion.
- Takes responsibility for own workload.
- Is solution rather than problem focused.

Goal orientation

- Demonstrates an understanding of how their own role contributes to achieving SafeLives' goals.
- Is responsive to change which helps achieve goals.
- Pursues tasks/goals with energy, positivity, drive and need for completion.

Equality and Inclusion

SafeLives is committed to providing equal opportunities for all, irrespective of age, disability, race, sex, religion/belief, sexuality, gender identity, marital/civil partnership, pregnancy/maternity and working patterns. We are keen to have staff that appropriately represents all the communities we serve as an organisation.

Lived Experience

We believe there is no 'them and us' in domestic abuse and recognise that applicants may have direct or indirect experience of their own, whether disclosed or not. We are committed to placing lived experience of domestic abuse at the heart of all we do, and colleagues who chose to share their personal expertise can do so openly and with organisational support.

If there is any discussion during the recruitment process regarding a candidate's personal experience of domestic abuse, it will be treated confidentially and will not be shared outside of the interview panel/Human Resources.