

<p><b>Job Title</b> Monitoring, Evaluation and Learning Lead</p>	<p><b>Directorate and team</b> This role sits in the <b>Research Communications Team</b> in the <b>Research Directorate</b></p>
<p><b>Key focus of the role</b> This is an exciting opportunity to develop and implement Diabetes UK’s Monitoring, Evaluation and Learning (MEL) strategy for its large portfolio of research projects. This includes research projects funded by the Steve Morgan Foundation (SMF) Type 1 Diabetes Grand Challenge.</p> <p>The Lead will provide leadership and expert knowledge in MEL to develop and embed the research programme’s MEL strategy and framework, ensuring that all research activities, outputs, outcomes and impact are measured and evaluated, and key learnings built into future work.</p>	<p><b>Department</b></p>
<p><b>Key deliverables</b></p> <ul style="list-style-type: none"> <li>Develop and implement Diabetes UK’s research MEL strategy, including embedding best practice systems, tools and methods.</li> <li>Engage, and build capacity of, key stakeholders, including funded researchers, in MEL activities and champion the use of insights generated to amplify the impact of Diabetes UK- and SMF-funded research and drive positive change.</li> <li>Deliver regular and ad hoc written and verbal MEL updates and reports, ensuring the full impact of the research programme is captured and widely disseminated, and key learnings built into future work.</li> </ul>	<p><b>Job &amp; Reporting line</b></p>

<p><b>Contractual information</b></p> <ul style="list-style-type: none"><li>Contract type: Permanent</li><li>Hours: 35 (full-time)</li><li>Pay range: Band 4</li></ul>	
<p><b>Key working relationships internal</b></p> <p>Assistant Director of Research, Research Communication Team, Research Funding Team, Diabetes Research Steering Groups Team, SMF Programme Lead, Engagement and Fundraising Directorate, Strategy and Planning Team, Regional &amp; National Diabetes UK Offices</p> <p><b>Key working relationships external</b></p> <p>Diabetes UK-funded researchers, JDRF UK, Steve Morgan Foundation, people living with diabetes.</p>	

All jobs at Diabetes UK are based on our competency framework called the **What-How Framework**. In the following sections we've listed:

- the key activities you'll undertake (**the What**) and
- the skills, knowledge, experience and behaviours you need to be successful in this role (**the How**).

When applying, focus on the bullet points that are **bold and marked with (S)** only. We will use these elements for shortlisting purposes.

**Key activities – What you need to do**

Setting and Delivering Strategy and Objectives	Making decisions	Improving delivery	Collaborating with colleagues
<p>1. Use leadership and expert knowledge in MEL techniques to develop and implement Diabetes UK's research MEL strategy. (S)</p> <p>2. Lead on delivering regular and ad hoc written and verbal MEL updates and reports and ensure the full impact of the Diabetes UK's research programme is captured, including SMF Type 1 Diabetes Grand Challenge projects. (S)</p> <p>3. Work closely with the Research Communication Team to communicate the impact of Diabetes UK-funded and SMF-funded research with key stakeholders, including the Steve Morgan Foundation, researchers and HCPs, press, people with diabetes and other research funders.</p>	<p>4. Work closely with the Research Funding Team to identify best practice MEL approaches, audit existing Diabetes UK MEL approaches, and use professional judgement to decide on most appropriate MEL processes, tools and methods for Diabetes UK's MEL strategy, including those for evidence and data collection, data analysis, and data quality assurance. (S)</p> <p>5. Interpret Diabetes UK policies and UK data law to ensure that MEL activities are data regulatory compliant.</p>	<p>6. Ensure MEL activities generate learning and insights on 'what works', which are shared and used to inform improvements in future work. (S)</p> <p>7. Build monitoring and evaluation of equality, diversity and inclusion into the MEL strategy and framework, and make recommendations based on insights.</p> <p>8. Keep up to date with emerging best practice in processes, methods and tools for MEL, including those used in similar programmes, and implement improvements as needed.</p>	<p>9. Work closely with the SMF and JDRF to ensure the needs of the SMF are met by the MEL strategy.</p> <p>10. Work closely with the SMF Beta Cell Programme Lead, SMF Beta Cell Research Manager and JDRF UK to ensure compatibility in approach to MEL data collection, management and analysis within the research programme.</p> <p>11. <b>Engage, and build knowledge of, key stakeholders, including funded researchers, in MEL activities and champion the use of insights generated to amplify Diabetes UK- and SMF-funded research project's impact and drive positive change. (S)</b></p>

**Skills, knowledge, experience and behaviours – How you need to do it**

When applying, focus on the bullet points that are **bold and marked with (S)** only. We will use these elements for shortlisting purposes.

Setting and Delivering Strategy and Objectives	Making change happen	Managing resources	Communicating with others
<p>1. Experienced at leading on the development and implementation of MEL strategies and frameworks for large, complex research programmes in the public or third sector. <b>(S)</b></p> <p>2. Ability to translate strategic priorities and objectives from multiple organisations and ensure that MEL activities meet the needs and requirements of all involved. <b>(S)</b></p> <p>3. Skilled at programme management, including setting vision and establishing governance, stakeholder mapping and engagement, planning and coordination of multiple streams of work, and managing risk and resources. <b>(S)</b></p>	<p>4. Expert in MEL with ability to inspire others with your vision for new ways of working.</p> <p>5. Skilled at involving multiple stakeholders in decision making, consulting relevant experts and gathering information from a range of sources and applying professional expertise to make informed decisions about new strategic priorities and outcomes.</p> <p>6. Experience of building MEL capacity of colleagues and key stakeholders, including researchers. <b>(S)</b></p>	<p>7. Ability to think both strategically and operationally around the introduction and implementation of new tools for collecting, managing, analysing and reporting MEL data. <b>(S)</b></p> <p>8. Excellent numeracy skills and expertise in designing rigorous quantitative and qualitative evidence and data collection systems and good working knowledge of methods for data analysis, and quality control processes. <b>(S)</b></p> <p>9. Highly IT literate and experienced at using grant management systems and database software. <b>(S)</b></p>	<p>10. Excellent written and oral communication skills, including the ability to communicate and translate complex scientific and MEL issues clearly and effectively to different stakeholders. <b>(S)</b></p>

**Qualifications – Qualifications you need to carry out this role**

A first- or second-class degree in a relevant science or statistical discipline is essential. A post graduate qualification in a relevant science or statistical discipline is desirable.