

Research, Monitoring and Information Officer (Female Applicants Only)

£25,000 per annum, 35 hours per week (full-time)

This post is based across Ealing, Hammersmith & Fulham and Borough and involves travel across London

The Research, Monitoring and Information (RMI) Officer will undertake a pivotal role in enhancing WGNs research and evaluation capabilities by supporting and developing advanced monitoring and data collection systems. The RMI Officer will have the opportunity to contribute to and conduct research to support the work of the organisation for both internal and external purposes as well as contribute to the development of our Client Engagement Strategy, ensuring women and girls' voices are at the heart of WGN's work.

The post holder will play a key role improving the efficiency of our existing databases and supporting the senior leadership team produce high level reports to enhance service provision. Furthermore, the post holder will have the opportunity to develop and maintain a new website for WGN as well as support the organisation to develop and enhance its social / media profile.

This role requires a highly motivated, organised and skilled individual who has excellent IT, written and communication skills, the ability to collate, check and analyse data, draft reports and briefing papers and have an excellent understanding of current VAWG policy.

If you are passionate about working with women and are able to work within an empowering and gender specific / feminist framework and have previous experience in a similar or related role we would really like to hear from you.

WGN's employee benefits include: 3% pension contribution, generous annual leave entitlement and an Employee Assistance Scheme. We also offer staff excellent training and development opportunities.

Please visit www.wgn.org.uk/join-us/jobs to download an application pack. Completed applications should be emailed to humanresources@wgn.org.uk or posted (marked 'private and confidential') to Human Resources, WGN, PO Box 13095, London W14 0FE (ensuring they arrive by the deadline).

Applications deadline: 10am on Wednesday 11th July 2018

Interviews will be held on: Friday 20th July 2018

Please note: Applicants who have not received a response to their application within 4 weeks of the closing date should assume their application has not been successful on this occasion.

All posts are subject to satisfactory references and Enhanced DBS Checks.

WGN is an equal opportunities employer. The above post is exempt under the Equality Act 2010, Schedule 9 and Part 1