Youthscape

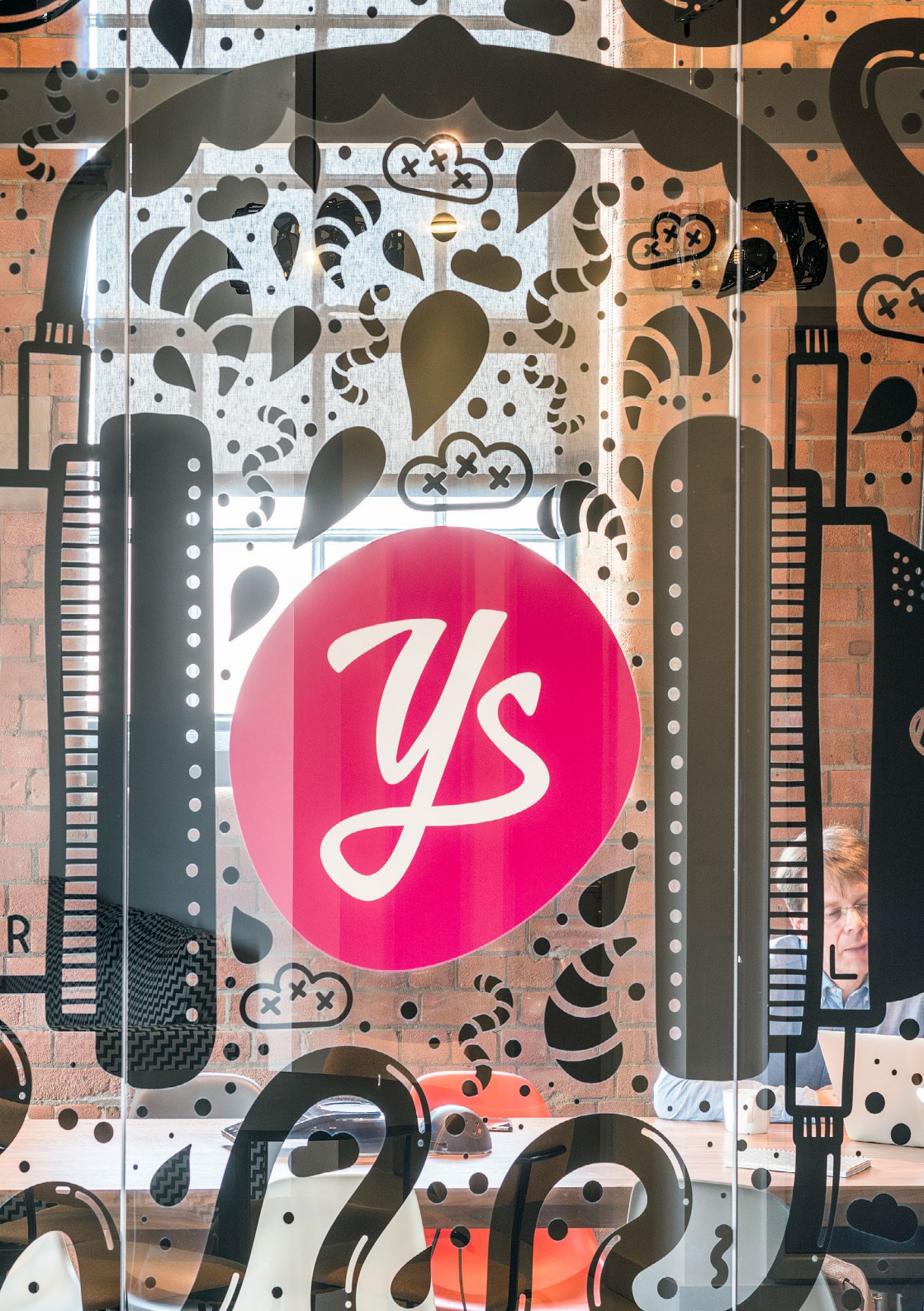
Research and Data Coordinator (Church of England)

Youthscape

Youthscape is working to see every young person in the UK reached with the transforming love of God. We believe that this will only be achieved through the renewal of the local church's engagement with those young people; a church inspired and equipped with vision, research, skills and resources. This means that our primary focus is on inspiring, resourcing and training churches for the task of reaching young people.

A core part of Youthscape is its provision of training and resources. This includes the national Launchpad programme for clergy and church leaders; Youthscape Essentials training for volunteer youth leaders and workers; and our extensive suite of discipleship and youth leader Resources, designed to enable and shape the teaching, conversations and relationship building with young people at the heart of our work.

Youthscape's offer of Launchpad, Youthscape Essentials, and Resources come together in a single strategy, funded through the Church of England People and Partnerships Fund. We seek to equip and take Dioceses, clergy and their churches on a youth work journey, find and train volunteers to lead youth work, and produce content which supports youth work and young people to develop a lifelong faith. This is underpinned by a comprehensive research framework which aims to provide an evidence-base for the outputs and outcomes produced by this strategy.


Ys

Job Information

To coordinate the monitoring, evaluation and research activity across Youthscape's Church of England strategy, ensuring high-quality evidence is collected, managed and communicated effectively.
The postholder will work across Launchpad, Youthscape Essentials and Resources, supporting the team to implement the research framework and providing robust evidence of impact for programme development, strategic learning and reporting to funders.

This role will help ensure that decisions about training, resources and investment are informed by robust evidence, enabling Youthscape and the Church of England to understand what is making the greatest difference in new youth ministry developing and helping young people discover and sustain lifelong faith.

- **Do you have a background in youth work, training, developing resources and building effective partnerships within the Church and youth ministry sector?**
- **Do you have a experience and ability to take initiative in working alongside a team?**
- **Do you have track record in working to support research, monitoring and evaluation projects, particularly within the administrative aspects and in data processing and handling?**
- **Are you someone who has an eye for detail and enjoys looking for themes and learning across data?**
- **Are you someone with a passion for the importance of data, research, and monitoring and evaluation within Church and youth ministry?**

Who we're looking for

Our ideal candidate has experience of data management / evaluation / research, a passion for the church's work with young people and an eye for detail and effective systems and processes. They enjoy implementing projects, building relationships, listening well and turning evidence into meaningful insight.

The role will be part of the National Church Training Team and line managed by the Senior Regional Partnerships Officer to ensure close connection with programme delivery and learning from local contexts. At a day-to-day level, the postholder will also relate closely to the Centre for Research and the Resources and Innovation Team.

Key tasks and responsibilities

1. Project Coordination

- Coordinate the delivery of the Church of England research and evaluation plan across Launchpad, Youthscape Essentials and Resources.
- Maintain project plans and timelines for research activity and reporting.
- Liaise with programme teams and the Centre for Research to ensure evaluation activity is delivered on schedule.
- Monitor progress against reporting deadlines and funding requirements.
- Other tasks requested by line management.

2. Monitoring and Data Management

- Maintain effective systems for collecting, managing and storing programme and project data.
- Coordinate the collection of participant feedback, survey responses, interview data and case studies.
- Support the analysis of programme data and evaluation findings.
- Work with Regional Partnership Officers and colleagues to ensure accurate, consistent and timely data collection.
- Provide regular monitoring of programme activity and outcomes, alongside scheduled quarterly and annual reporting.

3. Research and Evaluation

- Coordinate and support the delivery of qualitative, quantitative and mixed-method evaluation activities across programmes and resources.
- Identify trends, patterns and emerging learning from programme data, working with the Centre for Research where appropriate.
- Support the development and delivery of key evaluation projects.
- Implement the Resources evaluation programme as outlined in the Research plan. Share findings across teams to support organisational learning and programme improvement.

4. Reporting and Communication

- Produce reports, presentations, case studies and other outputs, working with colleagues across Youthscape to communicate impact and meet reporting requirements for funders, senior leaders and external stakeholders.
- Gather and develop compelling stories and case studies that demonstrate programme impact and outcomes.
- Communicate with the wider Youthscape staff team to ensure they're up to date with programme impact and learning.
- Involvement in wider team work as required by Line Manager.

ESSENTIAL	DESIRABLE
Knowledge and Experience	
• Experience of coordinating projects. • Experience of collecting, managing and analysing data in a professional setting. • Experience of using spreadsheets and databases to maintain accurate records and produce reports. • Experience of supporting evaluation, research or monitoring activity. • Experience of producing reports or presenting information clearly for different audiences. • Experience of working collaboratively across teams and building effective working relationships.	• Experience of qualitative and quantitative research methods. • Experience of using survey platforms and data analysis software. • Experience of working in the charity, education or church sector. • Understanding of monitoring and evaluation requirements associated with grant-funded programmes. • Knowledge of the Church of England and its governance structures.
Skills and Abilities	
• Excellent organisational skills, with the ability to coordinate multiple projects, priorities and deadlines simultaneously. • Strong attention to detail and commitment to maintaining high standards of accuracy. • Ability to develop and maintain effective systems and processes. • Strong analytical skills, with the ability to identify patterns, trends and key insights from a range of information. • Excellent written communication skills, producing clear reports and summaries. • Ability to encourage and support colleagues to engage well with data collection and evaluation processes. • Strong Microsoft Excel skills, and competence in other Office systems, including data management, analysis and reporting.	• Competent in using planning or analysis software e.g., SPSS, NVivo, or equivalents. • Confidence in interviewing participants and developing case studies. • Ability to present findings to a range of audiences.

Personal Qualities

- A proven commitment to seeing young people flourish through the Church's ministry.
- A naturally organised and methodical approach to work.
- Curious and inquisitive, with an interest in understanding what makes programmes effective.
- Able to work independently while recognising when to seek advice or collaborate with others.
- Comfortable balancing attention to detail with seeing the bigger picture.
- Resilient, adaptable and able to respond positively to changing priorities.
- Excellent interpersonal skills, enjoying working with a wide range of colleagues and listening well to people's experiences.
- Commitment to Youthscape's Christian ethos and values.
- Ability to combine attention to detail with excellent relationship management.
- Willingness to travel occasionally.

CLANCH GEAR

Terms of employment

This role will be part of the Youthscape National Church Training Team and line managed by the Senior Regional Partnerships Officer

The role is full time.

Youthscape benefits from a committed team who work closely together and have built a strong team culture. That means many staff work from our base at Bute Mills. This role requires regular working at our Bute Mills offices. Exact frequency to be agreed with the successful candidate.
In addition to attendance at our shared team activities like our retreats, Satellites festival and the National Youth Ministry Weekend. Other work-related travel may be required.

The salary for this role is from £30,000 FTE (0.8 FTE would be considered for the right candidate)

The role is currently funded for two years, beginning from January 2027.

There is a requirement that the role be held by a Christian.
Youthscape offer an employer's contributory pension scheme for all staff and a wide range of employee benefits including:

- 25 days paid holiday (plus bank holidays) rising to 27 days after three years and 30 days after five years service (pro rata).
- Additional annual salary increases within a pay band.
- Three staff retreats each year.
- £300 annual training allowance to be spent by employee plus access to fund for formal qualifications.
- Apple Macbook Pro provided and available for personal use.
- 24 weeks of paid maternity leave (12 weeks full pay, 12 weeks half pay) and 4 weeks of paid paternity leave (see our terms and conditions for details).
- 4 week paid sabbatical for longer serving staff.

How to apply

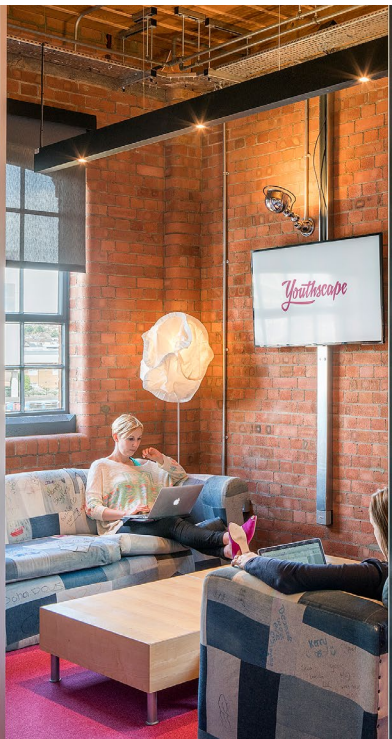
Potential applicants are welcome to contact the Director of Church Development, Alice Smith for a discussion in advance of making a formal application at **alice.smith@youthscape.co.uk**.

Applications must be made by noon, Monday 21st September.

You should download the Youthscape application form from our website and send the completed form, together with a short covering letter, to **mulkina.mackay@youthscape.co.uk**. Mulkina can also address any questions about the application process or any difficulties in completing the form.

A selection of candidates will be invited to interviews on TBC.

Youthscape


Youthscape

Youthscape

Youthscape
74 Bute Street
Luton
LU1 2EY

01582 877220

hello@youthscape.co.uk

Reg. charity 1081754
Reg. company 3939801, registered in England, a company limited by guarantee