



**Appointment Pack for
Impact Analyst
To Join our Team**

Welcome

Thank you for your interest in The Seafarers' Charity, the leading maritime welfare grant-making charity. We are recruiting a full-time Impact Analyst that will support the whole organisation with the

collection, analysis and reporting of critical data that measures and communicates the impact of our work to deliver on our mission.

For over 100 years, we have been the central fundraiser and grant maker for maritime welfare. As a truly independent charity, we always put seafarer welfare first.

We raise funds in order to make impactful grants, informed by our deep knowledge of the sector. We are the only global maritime grant-funder that supports all those who work at sea, whatever their seafaring profession.

The role will report to the Head of Grants and join a small, friendly Impact team on a permanent basis. This is a new role which we hope will take our data collection, monitoring, evaluation and reporting to the next level across the awards made by The Seafarers' Charity, but also our new International Fund for Fishing Safety.

You will bring your analytical skills, attention to detail, and ability to translate information into powerful storytelling to bring to life the wide-ranging issues that our charity advocates for, convenes, and makes awards to. This includes financial resilience in these difficult times, mental and physical welfare, social justice, working conditions, and safety – all with a truly international lens.

You will be joining a committed, diverse team of about 20 staff. Staff are currently opting to work on a hybrid basis, with a minimum of 3 days per week in the office. There are regular organisation-wide staff meetings at the office to ensure opportunities for people to get to know each other face-to-face, plus smaller departmental team meetings, and cross-organisational working groups.

You will have an important part to play in helping us to drive improvements in the lives of seafarers globally. If you join us, you will have the opportunity to make a real impact and be part of our success story.



About

The Seafarers' Charity

Who we are

The Seafarers' Charity has been improving the lives of those who work at sea, and their families, for over 100 years. Established in 1917 as The King George's Fund for Sailors, to support the families of seafarers lost at sea during World War One, we support seafarers throughout their seafaring careers and beyond. We are the largest independent grant funder of maritime welfare charities – with at least £2 million in funding injected into supporting the safety and welfare of seafarers every year.



Our vision and mission

Our **vision** is a world where seafarers and their families are free from need and disadvantage. Our **mission** is to tackle the disadvantages of seafaring life by leading collaboration, funding and advocacy to improve seafarers' lives.

What we do

We are built on two foundational pillars: **fundraising** and impactful **grant-making**. For over 100 years, we have been the central fundraiser for maritime welfare. As a truly independent charity, we always put seafarer welfare first. We raise funds in order to make impactful grants, informed by our deep knowledge of the sector. Our long history of fundraising and funding key maritime welfare service providers positions us at the heart of an 'ecosystem of support' within the maritime sector.

We award funding to support a diverse range of delivery partners to deliver vital, targeted help where it is needed most. We fund the essential cost of a strong network of maritime welfare services across the global sector, and – crucially – tackle seafarer hardship in all its forms; at sea and on land.

Our fundraising efforts see us both reaching out to interested individuals and partnering directly with industry and other stakeholders. We value the importance of reciprocal relationships: engaging in collaborative dialogue that brings learning and understanding for us and our delivery partners. This includes gathering evidence and data that can help us champion and advocate for seafarers more effectively, identify new areas to target, and raise more funds. By celebrating and sharing the results of our grant-making, we aim to continuously increase our fundraising – and continuously grow our impact.

Our Strategy

The long-term impact we want to achieve

Put simply, we believe a career at sea should be fulfilling, rewarding, safe, and free from the unique hardships that can be part of a life on board. Everything we do is about charting a course to make this a reality.

We want to drive improvements in the lives of seafarers globally – these are set out as five strategic outcomes to support long-term impact and achieve:



**Better working
lives at sea**



**Safer working
lives at sea**



**Enhanced financial
resilience**



**Increased health
and wellbeing**



**Improved social
justice**

Our strategy looks ahead across 2024-2030, establishing the following three key pathways, creating a clear direction of travel for our charity, without losing the great work underway in delivering against the existing framework:

- Preventing hardship: Amongst our grant recipients, we fund charities and non-profit organisations that provide a vital safety net in times of crisis, but ultimately our vision is for a world where rescues are not needed, and charitable support delivers more than a short term, or one-off response. Our focus will increasingly be on preventing the causes of hardship experienced as a consequence of working at sea.

- Advocating for action: Industries and governments have a vital role to play in ensuring that working at sea is a rewarding and safe career, whatever form it takes. Where we see gaps in industry action or in regulation or enforcement, we will work collaboratively, use our convening powers and our voice, and advocate for improvements to seafarers' safety and welfare at sea.

- Global impact: We recognise that seafaring, by nature, is a global occupation. With seafaring careers taking men and women all over the world, and seafaring communities based in many different countries, our remit is broad and reflects the scale and breadth of the industries and people we support. We will better understand where opportunities to act preventatively exist, and we will assess our impact through this lens.

Living our Values

Importantly, we continue to be an organisation that is proud of not shying away from tackling difficult and complex systemic challenges – we fund research to understand the issues we work on, and then we use our voice, our convening power, and our willingness to collaborate, to bring positive change for seafaring communities. Through this approach, we work by – and exemplify – our values. We are:

Driven by integrity

We do the right thing. Compassion and transparency are embedded in how we work.

Innately collaborative

We inspire a culture of creative partnerships to achieve the best impact and outcomes.

Proudly innovative

We embrace effective new ideas and ways of working.

Bold in our decisions and actions

We ensure impact through brave and well-considered decision-making.

The 'Ecosystem of Support'

The Seafarers' Charity's long history of fundraising and funding key maritime welfare service providers positions us at the heart of an 'ecosystem of support' within the maritime sector. To bolster this ecosystem and deliver wider benefit across the maritime sector, we convene, commission research, share knowledge, and use our voice to advocate for seafarers. We recognise our role in strengthening and growing the whole network of support for seafarers.



Equity, Diversity, and Inclusion

The Seafarers' Charity recognises and harnesses the importance of Equity, Diversity, and Inclusion (EDI) and is signed up to the [Diversity In Maritime Charter](#). We are committed to a policy of promoting equality of opportunity, by providing an inclusive workplace where individual differences are valued and respected. We recognise that equality is not simply about treating everyone the same and that equity is key, making appropriate adjustment to ensure equal opportunities for all. We have a staff led EDI working group that meets monthly and have staff 'lunch and learns' to push forward our work on EDI within our organisation.



In short, we embrace anyone and everyone who works for us, or we work with... in the services we provide. We strive to eliminate any processes with unfair treatment or discrimination (whether direct or indirect) and will not tolerate any discrimination relating to issues of equity, diversity, or inclusion.

We encourage applications from all regardless of age, sexuality, socio-economic background, disability, ethnicity, gender, religion, or beliefs. We are committed to building a culture of belonging and inclusion and this is reflected in our policies, practices, and diversity in maritime networks and supported by our Trustees.

We are a family-friendly organisation, and we encourage flexible working as we want our employees to achieve a healthy work-life balance. Currently our full-time employees are working flexibly with 3 days in the London office per week.

How to apply

If you are interested in applying, please send a current CV (no more than three sides) and supporting statement - which should outline your suitability in relation to the Job Specification, along with your motivation for applying for the position to recruit@theseafarerscharity.org with reference IA2024 in the subject line.

Closing date: Applications will close **9am Wednesday 4th December**
Interviews will be held on week commencing 9 December

Salary & Benefits

Remuneration: £38,000 per annum

Contract: Full Time 35 hours per week

The rewards package also includes:

Holiday entitlement

- 30 days + public holidays pro-rata

Pension and Other Benefits

- Auto-enrolment to group pension scheme (7.5% employer contribution, 5% employee)
- Health cash plan through HSF (Hospital Saturday Fund) or Healthcare Membership scheme (Benenden)
- Season Ticket Loan
- Access to the Employee Assistance Programme
- Hybrid working options
- Death in Service Scheme

Location: the charity is based at:

8 Hatherley Street
London
SW1P 2QT

JOB DESCRIPTION

Title of Post	Impact Analyst
Reporting to	Head of Grants
Location	Hybrid – 3 days in office at London HO

1. Purpose of the role:

To support The Seafarers' Charity to evidence, report on, and communicate the impact of our grant-making.

The post holder is responsible for analysing and reporting on quantitative and qualitative data from our grant-making, monitoring and evaluation, and research activities. This role involves managing the ongoing monitoring, evaluation and reporting of our grant-making to showcase its impact.

2. Key Accountabilities:

1. To lead on the annual monitoring and evaluation process for all grant awards. Including requesting, reviewing and extracting relevant information to produce consolidated reports.
2. To lead on reporting the impact of the work of The Seafarers' Charity to an external audience and specifically, external funders. This includes regular reports on the Lloyds Register Foundation's funding of the International Fund for Fishing Safety, amongst other projects.
3. To contribute to the improvement of data collection and classification to magnify the charity's ability to demonstrate and evidence its impact.
4. To establish processes that support improvement in collection and collation of data and reporting on data.
5. Sharing and publishing grants data using the 360 Giving Data Standard.
6. To analyse, interpret and report on the impact of our grant funding programmes for internal and external audiences.
7. To creatively translate data analysis into a range of communications (including reports, dashboards, insight reports and case studies) that are compelling to an external audience.
8. To respond to colleagues' requests for data, statistical evidence and case studies.
9. Establish, uphold, and promote best practices and standards around data collection, data management, and statistical reporting, while utilising an equity lens and remaining compliant with GDPR

3 Wider Accountabilities

At The Seafarers' Charity we work collaboratively by:

1. Actively learning and developing to stay up to date with developments in our area of expertise and to meet the changing need of the job and charity by participating in appropriate learning activities including data protection and information security.
2. Encouraging and supporting the development of others, and the charity, by engaging in and contributing at learning opportunities and sharing of knowledge.
3. Representing the charity in a positive and professional manner with both internal and external stakeholders and in doing so enhancing the work of the charity and its overall reputation.
4. Ensuring compliance with the charity's policies, procedures and contract of employment.
5. Undertaking any other duties that may be reasonably required in the furtherance of our objectives. If there is a requirement to carry out duties out of office hours, this is to be arranged in accordance with current procedures.

5 Person Specification

Essential criteria

1. Previous work experience of monitoring and evaluation within a grant-making organisation
2. Experience of collection, analysis and interrogation of quantitative and qualitative data
3. Experience in data analysis and interpretation to assess grant outcomes and impact and present information in a compelling manner.
4. Experience of regular reporting on statistical analysis and trends, including writing reports tailored to external funders and other audiences, ensuring transparency and accountability
5. Excellent written and verbal communication skills to translate complex information into clear, compelling reports, dashboards, and case studies for a range of audiences and using a range of methods and tools.
6. Ability to write accurately and persuasively.
7. Strong stakeholder and relationship management skills
8. Strong written and verbal communication skills
9. Able to analysis and communicate a large amount of information in a simple manner
10. Track record of collaborative working
11. Well-organised and able to prioritise to manage a varied workload
12. Understanding of GDPR and data protection laws, ensuring all data handling is compliant
13. Knowledge of best practices in data management, including data quality
14. assurance and data governance
15. Competent user of Office 365 products

Desirable Criteria

1. Previous work experience of managing the evidencing and reporting on the impact of grant-making
2. Advanced data analysis skills
3. Ability to use data analytic tools and software such as Excel, Power Bi, R or STATA; using SQL to extract data from relational databases.
4. Able to build and sustain relationships at a variety of levels and with different nationalities, particularly with stakeholders from the Global South
5. Influential communication skills which can be adapted to a variety of formats and audiences