

ROLE DESCRIPTION

Senior research analyst

NHS Providers

One Birdcage Walk, London SW1H 9JJ
020 7304 6977

enquiries@nhsproviders.org
www.nhsproviders.org
[@NHSProviders](https://twitter.com/NHSProviders)

Job Title:	Senior research analyst
Initial term:	Permanent
Reporting to:	Senior Analysis Manager
Salary:	£40,000 (including London weighting)
Location:	Usually London (Westminster); all staff currently working from home
Website:	www.nhsproviders.org

ABOUT NHS PROVIDERS

NHS Providers is the membership organisation for the NHS hospital, mental health, community and ambulance services that treat patients and service users in the NHS. We help those NHS foundation trusts and trusts to deliver high-quality, patient-focused care by enabling them to learn from each other, acting as their public voice and helping shape the system in which they operate.

NHS Providers has all trusts in membership, collectively accounting for £92bn of annual expenditure and employing more than one million staff.

NHS Providers is the single voice for NHS public providers, recognised for our effective lobbying and influence within government, as a promoter of shared learning, and as a provider of exceptional support and development for NHS trusts and foundation trusts.

Our vision is to be an outstanding membership organisation for all NHS providers, unrivalled in the influence, voice and support we offer members. Our mission is to support trusts to work collaboratively within and across local health and care systems, to deliver high-quality, sustainable NHS care for patients and service users.

NHS Providers is a member-owned charity with a board of elected trustees working with and for our members to promote a vibrant and sustainable NHS public provider sector. The board meets ten times a year and is chaired by Sir Ron Kerr. Membership of NHS Providers is open to all NHS foundation trusts and trusts.

PURPOSE OF THIS ROLE

To provide technical and analytical expertise within NHS Providers, including leading our member survey programme and contributing to wider research and policy projects across the organisation. The role is key in ensuring that NHS Providers delivers its core objectives and that all influencing and policy work is underpinned by robust evidence. The role will play a key part in ensuring the organisation is evidence based in its influencing and policy activities.

NATURE AND SCOPE

The postholder will sit within the Analysis Team in the Policy and Strategy Directorate. The team plays a crucial role in supporting the directorate and wider organisation to maximise the influence and impact of the work we do through developing robust evidence and

analysis. The individual must be able to balance technical skills and expertise, with excellent communication skills, the ability to work flexibly, and good organisational skills.

The postholder will have a unique overview of work and priorities across NHS Providers, with opportunities for partnership working with colleagues in different directorates.

The work of the Analysis Team spans many of the key policy areas that we focus on at NHS Providers, including COVID-19, NHS transformation, finance, workforce, governance, regulation and quality.

In a typical week in this role you may be asked to; work with a member of our policy team to design the questions for a survey, quickly analyse public NHS data to help shape a response to a media enquiry, analyse a survey and write a member-facing briefing summarising the results, and design and build a dashboard related to a specific policy area.

The post has direct line management responsibility for the Assistant Research Analyst. The post reports to the Senior Analysis Manager, and the job holder is expected to work independently, as part of the team and also contribute to wider cross organisation projects/activities when appropriate.

ACCOUNTABILITIES

- Lead and contribute to a variety of projects, tailoring mixed methods approaches to the specific piece of research.
- Oversee and lead the NHS Providers survey programme.
- Work closely with the Senior Analysis Manager to ensure that the team is responding proactively and reactively to the external environment and policy priorities of the organisation.
- Support the implementation of the NHS Providers Information Strategy including refreshing how we design and present data visualisation.
- Line manage the Assistant Research Analyst.
- Contribute to the maintenance and development of NHS Providers SQL database and information dashboards.
- Work closely with the Policy and Strategy Directorate, Communications Directorate and Development and Engagement Directorate to identify their research and analytical requirements.
- Identify key analytical projects and insights for the organisation and externally, building on the insights gained through our survey programme and other work.
- Provide ad-hoc research support and technical expertise to all teams.

- Support the work of the analysis team in promoting an evidence-based approach across the organisation.

More specifically:

- Lead and monitor the programme of up to 25 - 30 regular or ad-hoc surveys a year. These are either led by the analysis team or commissioned by other parts of the organisation to contribute to our influencing and support objectives.
- Proactively and reactively analyse NHS, COVID-19 and other health related data, identifying key insights and working with colleagues to disseminate these e.g. via campaigns such as Winter Watch and the NHS activity tracker, blogs, briefings, podcasts or other outputs.
- Efficiently, accurately and creatively analyse and disseminate research findings, both internally and externally.
- Design and build reports and dashboards, including benchmarking tools to enable us to provide our members, stakeholders and the organisation with the information required
- Oversee the efficient collection, storage (in our SQL server database), and analysis of NHS datasets.
- Be an expert on NHS data, providing analysis and information to support briefings, reports, media enquiries and internal information requests.
- Synthesise data from multiple sources, which may be conflicting, and advise on the best response.
- Ensure data is presented in an accurate and visually-appealing way, as well as meeting our brand guidelines.
- Project manage key analytical outputs for the organisation, ensuring timely engagement and buy-in from key parts of the organisation.
- Develop excellent relationships with colleagues in all directorates to support their analytical requirements
- Champion the work of the analysis team throughout the organisation.

EXPERIENCE AND UNDERSTANDING

- Experience of using quantitative and qualitative research techniques
- Understanding of the structures and priorities of the health sector
- Experience of using evidence to support policy priorities
- Able to effectively design and run research projects, with a specific focus on surveys
- Experience of desk-based research
- Project management experience

- Experience of working with internal and external stakeholders to effectively deliver a programme of work
- Experience of working in a pressurised environment requiring tact, judgement and discretion
- Understanding of how to manage sensitive, confidential data
- Understanding of how to tailor communications to different audiences, including senior management
- Experience of working in health, social care or a related area (desirable)
- Experience of working within a membership organisation (desirable)
- Understanding of the NHS provider sector (desirable)
- Line management experience (desirable)

KNOWLEDGE AND SKILLS

- Educated to degree level or equivalent, preferably in a technical or numerate subject
- Excellent verbal and written communication skills
- Advanced Microsoft Excel skills
- Knowledge of Outlook, Word and Powerpoint
- Knowledge of a survey tool such as Smart Survey or a similar application
- Excellent attention to detail
- Good organisational skills
- Ability to effectively manage competing priorities and meet deadlines
- Ability to contribute effectively to a team and to work flexibly
- Discretion and confidentiality
- Knowledge of/interest in using a reporting tool such as Power Bi or Tableau (desirable)
- Data visualisation skills (desirable)
- Statistical or econometric skills (desirable)