

CDI Data Specialist

Job Description.

The overall purpose of this role is to strengthen and maintain CDI's monitoring and evaluation system and support CDI staff and contracted services to maximise the collection, analysis, and utilisation of data.

Specific duties include to:

- Operationalise programme logic models and monitoring and evaluation plans
- Analyse and interpret CDI programme data, and compile reports on findings and implications
- Lead the development of the organisation's information management system including online storage, consistent processes and effective reporting
- Examine, extract, and interpret published data (such as the national Census or Growing up in Ireland) to inform service planning and for comparative purposes
- Support and train CDI staff and stakeholders, to ensure high quality monitoring and evaluation processes
- Support external consultants to conduct external programme evaluation processes
- Contribute to CDI consultancy services through design and delivery of training and implementation of bespoke data collection as required
- Represent CDI on external structures, promoting the value of evidence informed processes
- Any other duties as required.

The Data Specialist will report to CDIs CEO.

Qualifications and Competencies

Required	Post graduate qualification in data management, social science or other relevant discipline, with a significant research/analysis component Experience in operationalising logic models and monitoring and evaluation plans Experience in undertaking data collection in social, health or education services Experience in data analysis and visualisation software including Microsoft Excel, SPSS (or equivalent e.g., R, Python), NVIVO etc
Desirable	Experience in designing and delivering training in data collection processes Understanding of implementation science approaches Experience in supporting programme staff Knowledge in social impact measurement eg Social Return on Investment.

Salary Scale

The salary scale for this post is as follows:

Point 1 €42,436

Point 2	€44,558
Point 3	€46,680
Point 4	€48,801
Point 5	€50,923
Point 6	€53,045
Point 7	€55,167

Application Process:

Application Form, Cover Letter and CV to be submitted by e-mail to Holly@cdi.ie

Closing Date for applications is **12pm Monday the 23rd January 2023**.

Please note that all sections of the application form must be fully completed or your application may receive no further consideration.