Job/Role Title	Data Analyst
Division	**Membership Support & Development**
Grade	**C**
Location	**Regional**
Responsible to	**Performance, Learning and Impact Manager**
Date	**January 2023**

Role Purpose:

Generate data and evidence in order to facilitate performance reviews against institutional indicators and specific donor reporting requirements, capturing recommendations to support learning and inform future programme design and implementation.

Context of role:

IPPF has a clear focus on evidence-based programming and decision-making at all levels of the Federation. We therefore require to have and maintain a depth of consistent information from MAs and partners to support advocacy, service delivery and continuous learning.

Performance, Learning and Impact will be a key function in all regions, with a global team to collate, analyse and utilize evidence to drive impact of IPPF's interventions, for effective delivery against our strategic commitments. The job will entail understanding data, supporting performance, learning and impact managers and AOCs to analyse the information and encourage MA in taking evidence- based advocacy and programming for both restricted and unrestricted funding. Accountability to our clients, partners and donors requires regular assessments against our results framework as well as against restricted projects objectives, allowing to derive recommendations on prioritization and adaptation of operational strategies and interventions.

Role Deliverables:

- Identify information/data quality issues and work with MAs to resolve them.
- Advise on information management processes and issue resolution.
- Anticipate issues relating to process implementation and provide timely resolutions.
- Recommend information visualisation improvements that enables data ownership and utilization
- Train Member Association personnel in the use of data management systems including communicating changes/enhancements that meet their and IPPF requirements.
- Supply information to other areas of IPPF that supports planning, funding and reporting requirements.
- Guide MAs in using information that supports their programming and resource mobilisation aims.
- Support and enable a safe environment, adhering to the safeguarding reporting and monitoring requirements of this role.

Key Skills/Expertise:

- Highly numerate with proven quantitative and qualitative data management skills.
- IT skills with advanced level Microsoft Excel and other data warehouse. Online survey packages desirable.
- Knowledge/experience in DHIS2 and Power BI preferred.
- Ability to interact with, train and present to diverse, multicultural and multilingual groups.
- Strong organisational and time management skills required to multitask and meet tight deadlines.
- Experience of reporting to donors.
- Readiness to coordinate and work with other team members within the region and from other regions, as well as Member Associations and other stakeholders.

- Demonstrate an understanding of and commitment to safeguarding in a local and international context.
- Demonstrates ability and willingness to work in a diverse, multicultural, multilingual and intergenerational environment that is anti-racist and respectful of others.
- An intersectional (pro) feminist passionate about sexual reproductive health care rights + justice, including safe abortion.
- Supportive of people's rights regardless of sexuality or gender identity/expression and supportive of worker's rights and access to health care in sex work.