TREE AID DATA MANAGER – JOB DESCRIPTION:

Job Title:	Data Manager / Engineer
Salary:	£37-39k + competitive benefits package
Department:	Programmes
Location:	Flexible; expectation to participate in Bristol based meetings
Contract Type:	*Full time contract (12 months); Options for extension*
Reports to:	Monitoring, Evaluation & Learning (MEL) Advisor
Tree Aid:	TREE AID is an international development organisation - founded in 1987 - that helps villagers living in the drylands of Africa unlock the potential of trees to reduce poverty and protect the environment. It currently has operations in 6 countries: Burkina Faso, Ethiopia, Ghana, Mali, Niger and Senegal with a turnover of £9m.
Job Purpose:	The Data Manager/Engineer will work within the Programmes Team to support the process of collecting, analysing, managing, visualising and storing data. The position will play a key role in driving forward the development and maintenance of a digital Information Management System (IMS) for the organisations Monitoring, Evaluation & Learning (MEL) data. This will be done in partnership with internal and external stakeholders.

Responsibilities:	**Key:** • Lead on the analysis of Monitoring, Evaluation & Learning (MEL) data across the organisation using a variety of software and approaches. • Data management: data checking, updating and storage of quantitative data. • Using and developing code, to process surveys collected in Open Data Kit (ODK). • Problem solving, troubleshooting, and engineering solutions to improve functioning of database. • Implementing changes to database in SQL (working in our 'development environment': dbt). • Designing and building new dashboards on our data visualisation platform, Akuko. **Additional:** • Work together with the other members of the Monitoring, Evaluation & Learning (MEL) Team on improving technical support for Tree Aid programmes. • Any reasonable duty may be assigned that is consistent with the job and its level of responsibility

Key Relationships:	**Internal** • Monitoring, Evaluation & Learning (MEL) Advisor • Programme Manager • Lead Technical Advisor • Monitoring and evaluation staff in-country **External** • Software / platform developers • Consultants

Qualifications/Knowledge and Experience	**Essential** • Experience building / developing Information Management Systems. • Experience of Monitoring, Evaluation & Learning (MEL). • Working with databases (ideally PostgreSQL databases). • Using a data science platform to develop and deploy code. • Working on collaborative code branches in Github. • Working with and analysing complex data sets. • R (writing code and using packages). • SQL. • Working with electronic data collection tools. • Excellent written and verbal communication skills (English). • Excellent MS Office including MS Excel, Word, and PowerPoint. • Strong Excel proficiency (advanced level). • Commitment to the vision and values of Tree Aid. • Enthusiastic and positive attitude; flexible and adaptable. • Ability to use own initiative, to self-manage responsibilities, and deliver tasks in a timely manner. **Desirable** • Dbt (or similar data science platform/development environment). • ONA Data. • Python. • Experience of project management of a software engineering or data science project. • Experience designing and building dashboards, data visualisation platforms, or other user interface platforms. • Experience with shapefile data management and visualisation (point and polygon data) and geospatial analysis/remote sensing. • QGIS and/or Google Earth Engine • Working knowledge of French. • Any other related work experience.

Any candidate offered a job with Tree Aid will be expected to sign Tree Aid's Safeguarding Policies and Code of Conduct as an appendix to their contract of employment and agree to conduct themselves in accordance with the provisions of these documents.

Specific roles may require police/DBS/garda vetting.
Tree Aid strives to be an Equal Opportunities Employer