Head of Research and Policy - Applicant Pack
Applicant Pack | Head of Research and Policy

**Salary:** £60k - £65k per annum FTE  
**Contract type:** Permanent  
**Location:** Hybrid/London (minimum 2 days a week in the London office)  
**Work pattern:** Full-time  
**Reporting to:** Director of Impact (Cara Cinnamon)  
**Direct Reports:** Senior Research and Evaluation Manager

To submit your application, please submit your CV and a covering letter to careers@mission44.org by midnight on November 14th. Your covering letter should outline:

- Your motivations for applying to Mission 44
- How this role fits into your career plans
- Experience (professional, voluntary or lived) that makes you a great fit for this role in line with our values and the criteria outlined in this job description.

**CEO Introduction**

Thank you for your interest in joining Mission 44. We’re building a hugely exciting organisation and the whole team is inspired by the extraordinary potential we have to change lives for the better.

Mission 44 exists to make a difference: our purpose is to have a lasting positive impact on young people from underserved communities, who have for decades been the least supported and least socially mobile cohort. Over the past three years, COVID lockdowns, economic volatility and the lasting disruption to their education has significantly exacerbated this already inequitable situation, and we don't underestimate the size of the hill we have to climb. But we’re here to walk alongside young people, working with and for them to make a step-change in their lives.

We are incredibly fortunate to have the encouragement and support of Sir Lewis Hamilton, whose personal pledge laid the foundations for our work, and whose vision we are working to deliver. Mission 44 will be a profoundly effective, impact-led place to do great work: we’re building an organisation that’s diverse, dynamic and collaborative. We're determined that the time you invest with us will enable you to grow personally, as well as offering the huge professional satisfaction of delivering concrete and lasting change.

If this sounds like the right fit, we'd love to hear from you.

*Jason Arthur, Chief Executive*
**About Mission 44**

Established by Sir Lewis Hamilton in 2021, Mission 44 is a charitable foundation working to build a fairer, more inclusive future in which every young person can thrive. The charity supports bold organisations, leaders and ideas to reimagine the future and transform the lives of young people from underserved communities.

Through grantmaking, research and advocacy, Mission 44 is focused on building a more inclusive education system, supporting progression into STEM careers andempowering young people to be changemakers. You can find out more information in [this presentation](#).

Given the global reach of Sir Lewis, and the common challenges faced by young people from underserved communities around the world, Mission 44 aims to evolve into an international organisation over the next two years.

**About the Role**

We're looking for a Head of Research and Policy to join us at Mission 44. This person will play a key role in developing Mission 44’s evidence base and distilling this into clear policy recommendations. They will also lead on developing Mission 44’s research strategy, continually improving our collective knowledge of the barriers that young people from underserved communities are facing. With support from the CEO, Directors and other colleagues, you will lead the development of Mission 44’s policy positions, informed by the views and experiences of young people, by our diverse portfolio of funded partners and by the latest research. As a global charitable foundation, this role has huge potential to make radical, long-lasting changes to the systems that support young people in the UK, and across the world.

This is a critical role for Mission 44 and the successful candidate will build a compelling evidence base and clear, tangible, actionable policy recommendations. You will convene peers and partners to disseminate your research and to create dialogue on relevant areas of policy and practice. You will work collaboratively with our youth advisory board, our funded partners, external evaluators and researchers in all countries that we operate in.
Working at Mission 44

Our team

The Mission 44 team currently has 16 employees with recruitment of a further 4 employees planned this financial year. The team is currently organised into three directorates: Impact, focused on grantmaking and research, External Relations, focused on communications and fundraising, and Operations.

Diversity at Mission 44

We offer a working environment that values and respects every individual’s unique contribution. We want to attract the broadest range of talented people and are committed to equality of opportunity and anti-discrimination practices. We positively encourage applications from all sections of society and are particularly interested in attracting applications from candidates from diverse and underrepresented groups.

Our values

Everything we do at Mission 44 is guided by our five core values.

- We are **brave**: with an ambitious sense of possibility, we focus on where we can drive systemic change.
- We are **collaborative**: we build partnerships and coalitions to solve problems and make change happen.
- We are **curious**: we are evidence-led and continuously learning how best to grow our impact.
- We are **inclusive**: we put equity at the heart of everything and amplify the voices of the underrepresented.
- We act with **integrity**: we are honest and transparent, and build trust-based relationships.
## Benefits at Mission 44

### YOUR TIME OFF

**HOLIDAYS**  
Enjoy 28 days annual leave, plus a day for your birthday

**SUMMER FRIDAYS**  
We finish every Friday at noon in August

**VOLUNTEER DAYS**  
Unlimited volunteering leave, as agreed with your manager

### YOUR WELLBEING

**STAY ACTIVE**  
Use our cycle-to-work scheme and free gym access

**STAY HEALTHY**  
Optional health insurance and access to an EAP

**STAY WELL**  
Wellbeing allowance to spend in whatever way works for you

### YOUR FUTURE

**PENSION**  
Save for retirement with our generous pension package

**DEVELOPMENT**  
Professional development budget of £1k

**FAMILY LEAVE**  
Competitive parental leave package

**SUMMER FRIDAYS**  
STAY HEALTHY  
Optional health insurance and access to an EAP

**STAY WELL**  
Wellbeing allowance to spend in whatever way works for you
Roles and Responsibilities

Research

● Lead on Mission 44’s research and evaluation strategy, ensuring research plays a key role in our approach to setting organisational strategy, programmatic design, grantmaking and impact evaluation across the world
● Lead the development and commissioning of all research projects, from concept to UK (and sometimes global) dissemination of the findings
● Oversee the delivery of high quality participatory research with young people from Mission 44’s target groups
● Line manage 1 direct report, the Senior Research and Evaluation Manager, and together, help to embed Mission 44’s culture of learning and reflective practice
● With the Senior Research and Evaluation Manager, ensure Mission 44 has robust theories of change across all areas of work with impact measurement frameworks
● Manage Mission 44’s impact, research and evaluation budget and provide timely reporting and analysis

Policy and Influencing

● With support from the Director of Impact and the Associate Director of Communications and Campaigns, you will lead the development of Mission 44’s policy positions, informed by young people, by our diverse portfolio of funded partners and by the latest findings in research and evaluation
● Work with the Communications team to build compelling policy campaigns, which leverage Mission 44’s global platform and convening power, and highlights the strength of our diverse portfolio of funded partners,
● Develop relationships with key policymakers in the UK, to shape practice, shift priorities and share power within education, youth and employment
● Convene peers and partners to create dialogue on relevant areas of policy and practice, to generate shared learning and insights
● Use our global profile and global partners to convene communities of best practice on our key policy areas, in order to generate learning, insights and policy recommendations
● Harness the data and stories generated from across Mission 44’s work to make our influencing campaigns compelling and disruptive
● Establishing Mission 44 as a global thought leader with a reputation for quality and excellence

Strategy and Impact Analysis

● Work closely with the SLT and the Impact team to ensure that an ambitious and innovative strategy is developed, informed by the latest evidence and research
● Ensure that we are able to evaluate the impact of Mission 44’s work, and communicate this to external stakeholders, particularly funders, partners and peers
Seek opportunities for cross-sector collaboration (both within the UK and across the world), by building a network of peers within other grantmaking foundations and youth-led organisation

About You

Skills and experience

Essential

- Expertise in social research methodologies - both quantitative and qualitative - and monitoring, evaluation and learning approaches
- Significant experience leading large-scale research projects effectively through the full life cycle (e.g. scoping/planning, design, data collection, analysis, and dissemination)
- Experience in participatory research approaches, ideally with young people, and in commissioning and quality assuring externally-delivered research
- Significant experience translating research evidence into engaging content and events that successfully influences policy and practice
- Significant experience in developing policy recommendations and supporting the development of successful policy campaigns
- A track record of influencing policy and practice on areas that are directly relevant to underserved young people, ideally within education and/or youth employment
- Excellent knowledge of the issues affecting underserved young people in the UK, particularly with regards to education, employment and skills, social action, and representation
- Strong communication and interpersonal skills
- Experience developing effective and collaborative relationships with senior colleagues, board members, and external partners

Desirable

- Experience in a grantmaking organisation
- Experience in designing and implementing impact evaluation frameworks
- Experience developing effective communities of practice within the charity sector
- Experience of working in a global context, outside of the UK
- Knowledge of inferential statistics
Personal Qualities

This is an exciting opportunity in a newly forming organisation. As such, many of the systems and processes that are present in an established organisation either do not exist or are newly forming. To be successful in this role, you will be:

- Flexible and proactive; you thrive in a dynamic organisation and are able to seize new opportunities,
- Self-starting; you are comfortable managing a busy workload within a start-up environment
- Highly collaborative; your work in a cooperative and supportive way, understanding the needs of various teams and stakeholders
- Ambitious and focused: you’re driven by an urgent need for change, and are passionate about creating meaningful systemic change that enables young people from a diverse range of backgrounds to succeed
- Values-driven: you act with integrity and are committed to embedding the values of equity, diversity and inclusion in everything that you do,
- Able to role model Mission 44’s values and bring them to life in all of your work.
- Self-reflective and committed to learning; you welcome feedback and are continually seeking to develop your knowledge and skills