



w i s e g r o u p

Research & Impact Assistant

The Wise Group

The Wise Group is on a mission to transform people's lives.

- The Wise Group is a leading social enterprise working to lift people out of poverty. As an enterprise, we build bridges to opportunity for the most vulnerable in our society.
- Every day we support our customers into jobs, work to lift people out of fuel poverty, and help people coming out of prison to build a better future. Our work is varied and underlying everything we do is a passion and commitment for social justice and a fairer society for all.
- We know how important it is to nurture a positive culture that is focused on the delivery of high quality, continually improving and compassionate support.
- Shaping a positive culture and promoting our values is a vital aspect of this role. Our values being:
 1. We go the distance, so our colleagues and customers reach a positive and sustainable future.
 2. We are ambitious to make a real difference every day; socially, financially, and culturally.
 3. We hurdle boundaries and innovate.

4. We thrive through collaboration, kindness and learning together.
5. We celebrate and respect individual difference.

The Role

- This is a fantastic opportunity to join the Wise Group's Engagement and Policy team, providing important contributions towards this social enterprise's central purpose of lifting people out of poverty and making our insight available to key stakeholders.
- The Research & Impact Assistant will contribute to the varied activities of the Wise Group through helping to produce original Insight reports, tracking ongoing policy debates, and assisting with the communication of our activity.
- You will be afforded the opportunity to research both customer insight, as well as the wider policy agenda relating to our work.
- You'll have a clear, accessible, and accurate written style.
- We are keen to hear from you if you'd like to be part of growing our evidence-based approach to creating solutions to some of society's biggest challenges.

You'll take ownership for

- Providing dedicated research and insight into key interests of the Wise Group's strategy, including composing/co-writing original pieces for publication
- Assisting in the preparation of written Wise Group Insight Reports and publications intended for key stakeholders
- Working on joint research projects, as required, with a variety of internal and external collaborators
- Assisting in the preparation of high quality written and audio-visual outputs including reports, blogs, articles and long reads
- Providing support for the Wise Group's Engagement and Policy team
- Ability to research, analyse, interpret, and present insight in line with our corporate strategy
- An understanding of and ability to deploy quantitative methods of data analysis alongside qualitative research
- Ability to facilitate and host focus groups, be inquisitive and organised
- Happy operating as a strategic thinker, and able to roll your sleeves up and complete the day-to-day
- Experience of working within research or communications function would be desirable
- Research experience into the issues facing the most marginalised in society would also be desirable

About you

- A master's degree in economics, politics or a relevant social science subject (or significant equivalent experience)
- A highly developed knowledge of UK politics and the world of public policy, and/or economics
- Excellent written communication skills, with an accessible, readable writing style that imparts often complex material with clarity, accuracy, and impartiality - able to demonstrate strong writing and proof-reading skills
- Content production experience with a keen eye for detail and accuracy, including writing/editing

The Behaviours

How we do things needs to be at the heart of what we do and how we go about doing it. Success is knowing our values and behaviours and using them to manage our decisions and actions. The behaviours most important to this role are:

- Customer Impact – Reflects the pursuit of driving enterprise decisions from our customers' perspective.
- Inspiring Others: Reflects the ability to support and encourage colleagues and teams, so they can give of their best.
- Commercial Awareness – Reflects the ability to use commercial, financial, and understanding to

improve the impact of the enterprise.

- Innovation: Reflects the ability to generate innovative ideas through original thought.
- Concern for Impact – Reflects the ability to select the appropriate behaviour to influence colleagues, customers, and stakeholders to achieve a specific outcome.
- Collaboration: Reflects the ability to pull colleagues, customers, and stakeholders together habitually to maximise the impact of the enterprise.
- Capability Management: Reflects the ability to set self and others' objectives that directly contribute to the overall enterprise objectives and review these regularly within 'My Contribution'.

- Equity and Diversity – Reflects the ability to support a diverse and inclusive workplace to achieve a competitive advantage.
- Integrity – Reflects the ability to work ethically and to share the enterprise value of honesty.

We succeed when we work together.

Here's who you'll be working with regularly:

- Your Engagement & Policy team colleagues
 - Our customers
 - Service delivery, data and development colleagues
 - Our partner organisations and external research partners
- The main responsibilities of this role are described here. As our needs as an enterprise change, we may need to make reasonable changes from time to time.

More about working for us

There's lots of great stuff about working here. For full details pop over to our webpages.

Our mission is critical and the work is important, but so is your life. We have put together a benefits package, including exercise and mental wellbeing sessions, that mean you can live and work well.

All of our roles benefit from a 'Remote First' approach, giving you flexibility. Need to start late, finish early or fancy a change of scenery? That's fine, our Remote First approach focuses on what you achieve, not presenteeism. With many different working patterns in place, let's discuss what works best. **We're ready to chat.**



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Building bridges to opportunities

www.thewisegroup.co.uk

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