

Friends of the Earth – Job Description

Job title	Environmental Data Unit Lead
Reporting to	Head of Science, Policy & Research
Team	Policy & Insight Team
Career stage	C
Line management	Initially volunteers / placements, staff as the team grows
Purpose of the role	
<p>Bring existing data together and generate new data through data analysis and mapping to empower grassroots environmental campaigners and to tell powerful stories of hope, threats, and injustices. Build a network of data enthusiasts to build capacity and extend reach.</p>	
Key responsibilities and tasks	
<ul style="list-style-type: none"> • Responsible for leading the development of Friends of the Earth's environmental data capacity and skills, working in conjunction particularly with our Digital Delivery team, Supporter Insight Team, Activism staff, and communications colleagues. • Build strong working relationships with others in the data community to develop project ideas, build knowledge and skills, carry out joint projects, and to develop a network of experts willing to offer pro-bono support or advice. • Develop the Environmental Data Unit, initially through recruiting and managing volunteers or placements, and as funding allows recruiting and managing staff, ensuring they bring ambition, rigour, clarity, and pace to their work with very clear Terms of Reference. • Be Friends of the Earth's expert on environmental data, with a priority focus on developing Friends of the Earth local open data offering, and to write funding bids working with fundraising colleagues. • Represent Friends of the Earth in specialist conferences, media, and events to build relationships. • Ensure that Friends of the Earth's reputation is maintained and enhanced through the activities of your work and the activities of those working with you on projects you lead. • Ensure that your work, and the work of those you task-manage, are developed to Friends of the Earth best-practice guidelines on diversity and inclusion. • Ensure all the materials produced because of your and your team's data work are factual and robust, including checking material produced by other teams (fundraising, web, etc.). • Ensure your work complies with regulatory requirements (Lobbying Act, Advertising Standards Authority, etc.) and our own policies (e.g., Political Impartiality Guidelines). • Model Friends of the Earth's Values into Action behaviours. <p><i>You will also need to be aware of and follow Friends of the Earth policies and procedures, with particular attention to safeguarding, equality, diversity & inclusion, and our values.</i></p>	
Person specification	

Essential:

- An understanding of sustainability, including the interlinkages between social and environmental issues, and a passion for using data to empower others and shine a light on environmental wrongs and solutions.
- A track record of success in analysing and communicating data to generate insight and influence decisions.
- Demonstrates passion for and deep knowledge of advanced data analytics as an experienced practitioner.
- Experience of implementing new analytics capability, data modelling and developing supporting processes.
- Knowledge and understanding of data protection legislation and best practice.
- Experience of developing statistical approaches and analysis using SQL, R or Python, and Excel, and using mapping tools such as QGIS
- Excellent relationship building and networking skills to build Friends of the Earth's capacity in this area.
- Experience of leading and working within cross-organisational projects.
- Experience of successfully managing volunteers, placements, or consultants.
- Good oral and written communication skills for a wide range of purposes and audiences, including all of Friends of the Earth's internal and external channels, external media outlets, and funders.
- Proven commitment to Friends of the Earth's values and the sustainability agenda.

Desirable:

- Experience of working with and creating open data sets, including using crowdsourcing approaches, while ensuring standards and reputation are maintained.
- Experience of working within a campaigning organisation at grassroots and/or national level.
- Experience of line-managing staff
- A track record of carrying out and publishing environmental data analysis.
- Existing strong relationships with networks, universities, or others for sourcing potential volunteers or placements.

Our Values

Ability to demonstrate understanding and apply our values.

Integrity- We demonstrate integrity throughout everything we do, internally and externally.

Impact – We make the biggest impact we can through good analysis and judgement, insight, feedback and focus.

Leadership – We motivate others through our individual and collective actions, our compelling vision, and our clarity on what work needs to be done.

Focus on Friends- To build our influence we put new and existing 'friends' at the heart of our work.

Accountability- We hold ourselves and other to account for our work and how we work.

Learning and Enquiring Mindset- We learn continuously, challenging our own assumptions and habits while expanding our horizons to enable us to improve the impact of our work.

Date approved	
Date reviewed	

Friends of the Earth staff are not permitted to hold office for political parties or stand as candidates for political parties. Staff should also seek permission from the Senior Management Team if they wish to hold a non-public facing official role in a political party. If this is an issue, please do raise this with us as soon as possible.

This job description is current as at the date shown above. In consultation with the post-holder it is liable to variation by the Director to reflect or anticipate changes, in, or to, the post and the organisation.

The job description gives an overview of the main responsibilities of the role. The day to day role will also involve any other duties and responsibilities, express and implied, which arise from the nature and character of the post.