Job Description: Data and Impact Analyst

Key Information

- **Hours and Start Date:** 1 day a week asap
- **Salary:** £250 per day
- **Contract type:** 3 months with potential for extension
- **Location**: Remote working
- **Reports to:** COO
- **Line Management responsibilities:** None

About Tech She Can

Tech She Can is a UK charity on a mission to improve diversity and gender balance in technology. We inspire children and young people from all backgrounds to consider a future career in tech, and we collaborate with industry and education partners to create lasting, systemic change.

We are growing our impact capabilities and are looking for an ambitious early-career data analyst who understands how to collect data and how to use data to tell powerful, human stories.

Role purpose

You will support Tech She Can by collecting, maintaining, and analysing data that demonstrates the impact of our programmes, particularly on gender equality and social mobility. Your work will help us understand what's working, identify opportunities to improve, and tell compelling stories to funders, schools, and the wider community.

This role is ideal for someone with strong analytical skills, early experience with coding/data tools, and a passion for using data for social good.

Key Responsibilities

Data Collection and management:

- Work closely with the Education teams to design simple, efficient approaches to collect high-quality data from schools, participants, and partners.
- Maintain and improve centralised datasets and trackers (e.g., Google Sheets, Excel, Power BI datasets).
- Clean, quality-check, and organise data to ensure accuracy and consistency.
- Develop automated processes where possible to minimise manual work.

Analysis and reporting:

- Analyse participation, demographic and engagement data to understand trends, including gender balance and social mobility indicators.
- Create dashboards and regular reports in Power BI and Google Sheets/Looker Studio that are easy for non-technical colleagues to understand.
- Support the development of KPIs and metrics that demonstrate our outcomes and long-term impact.
- Work with he senior leadership team leads to translate insights into recommendations for programme improvement.

Impact storytelling

- Turn data into compelling narratives for funders, trustees, partners, and public audiences.
- Support quarterly and annual impact reporting with visuals, charts, and written insights
- Help identify and showcase success stories, case studies, and meaningful trends.
- Stay up to date with social mobility research, gender equity data, and relevant sector benchmarks.

Skills and experience

Essential

- Early experience working with data (internship, placement, junior role, academic project, or equivalent).
- Ability to write basic code for data manipulation.
- Strong proficiency with Google Sheets (including formulas, data validation, pivot tables).
- Experience building interactive dashboards, ideally in Power BI and Looker Studio.
- Understanding of demographic and social mobility indicators.
- Ability to communicate data clearly to non-technical audiences.
- Strong attention to detail and commitment to data quality.

- A passion for Tech She Can's mission and the idea of using data for social impact.

Desirable

- Experience working with education data or impact measurement in the third sector.
- Experience with survey tools (e.g., Google Forms, Microsoft team forms)

What we offer

- Opportunity to shape how a national charity measures impact and tells its story.
- Training and development to grow your technical and analytical skills.
- A supportive and mission-driven team environment.
- Flexible remote working.