



Senior Consultant

Research, Monitoring and Evaluation

Job Information Pack

Date: September 2021

"We want to leave a positive footprint on the world, helping to improve people's lives and reduce inequalities on a sustainable healthy planet"

About us

The NIRAS Group is an inter-disciplinary consultancy firm creating sustainable development solutions in over 100 countries across the world.

NIRAS-LTS International Limited is part of the NIRAS International Consulting (NIC) team within the foundation-owned NIRAS Group which provides project management and consulting services across a spectrum of technical areas to support poverty reduction and natural resource management. These include agriculture, climate change, energy, forests and landscapes, biodiversity conservation, innovation and private sector development, social development, and monitoring, evaluation and learning. We undertake social, environmental and economic research, provide advisory consulting services and manage international projects and programmes for a range of UK and international agencies.

NIRAS has offices in 36 countries through the world, including Africa, Asia, Europe and N&S America. NIRAS already has a track record supporting governments and international agencies to design and implement monitoring and evaluation, particularly through our teams in UK and Sweden. NIRAS-LTS has particular experience in complex evaluation and is working to develop this further through collaboration with the NIRAS Data Futures Hub and specialist centres of excellence. We are building our capacity in quantitative impact evaluation work, particularly focusing on low cost but robust impact evaluation approaches. NIRAS works beyond M&E, and is this able to bring valuable context and process knowledge to our evaluations, thereby improving the quality of the analyses and recommendations we make.

We are a company of dynamic thought leaders and innovative practitioners, committed to delivering best practice within all areas of our work.

The Company is driven by three core values:

- Do the Right Thing
- Take Responsibility
- Achieve Excellence

We care about making a difference. Our mission is big, and we need the right people to help deliver our work across the sustainability and development space, both internationally and domestically.

We encourage our team to contribute to the development of our business, to share ideas and progress in their careers. Our team spirit is extremely important to us. Our work is challenging yet extremely rewarding. When you ask our team it is like to work for us, they say:

"The team is amazing and motivational"

"I have a voice"

"It's a very collaborative atmosphere"

We are Investors in People accredited with a strong commitment to effective management and development of our staff. Our ISO 9001:2015 Quality Management accreditation demonstrates our credibility to seeking and maintaining sustained success.

More detailed company information is available at <https://www.ltsi.co.uk/> and at <https://www.niras.com/development-consulting/>

If you share our values, could you be a part of making our mission a reality?

About the role

NIRAS manages programmes for a wide range of bilateral and multi-lateral agencies covering themes such as land-use, agribusiness, food and forest-risk commodity supply chains, private sector, democracy and peace building, gender based budgeting, water and infrastructure development. NIRAS wishes to complement the existing capacity with additional expertise in NIRAS-LTS, for managing and growing the portfolio of work.

NIRAS-LTS are looking to recruit a **Senior Consultant** to join our team based in Edinburgh.

This role will have significant responsibility and influence the direction and shape of NIRAS' future domestic and international development portfolio. You will support the team in delivering the company's existing evaluation and research portfolio and support the successful development of new business. Our evaluation services include: M&E systems design and delivery, planning and use of qualitative and quantitative evaluative research methods and statistical analyses, technical support for 3rd party M&E, and evaluation quality assurance.

The jobholder will work alongside our team of project and bid managers to develop innovative and well-structured solutions to client needs. They will be expected to project manage international assignments involving teams of in-house and external consultants. The jobholder will work with compliance staff across the NIRAS group to ensure projects are managed in line with integrity standards and with effective risk management. We expect the jobholder will have the ambition to help grow the UK share of NIRAS' business in the years to come.

The key accountabilities of the job role include:

- **Technical Input:** Undertake advanced research, data collection and analysis, and consult with and advise clients and stakeholders. Deliver high quality, high value, consultancy for NIRAS-LTS as a part of a project or through activities for which you lead a small team.
- **Project Management and Leadership:** With minimal support of the Contract Director, manage all aspects of low to medium risk projects, including personnel, finance, technical content, outputs; manage project teams to deliver inputs by agreed project deadlines on multiple projects.
- **Business Development:** Manage or contribute to tender preparation through research, analysis and provision of technical content based on own expertise. Contribute to or manage the identification of suitable personnel, partners, and production of project budgets. Develop in-depth understanding of NIRAS-LTS markets and key clients in areas of interest/expertise. Support company-related marketing activities.
- **Non-Technical Input:** Lead and provide support to internal and external events, including meetings and workshops; initiatives defined in the business plan and long-term strategic plan and other activities as required.
- **People Management:** Manage teams of internal and external consultants on delivery of discreet assignments. May be required to mentor junior personnel on specific assignments and/or line manage 1 or 2 junior staff depending on role requirements.
- **Building Professional Expertise:** Developing areas of professional interest and expertise in depth. Through work assignments and own research, you will build knowledge and expertise within identified areas of interest.
- **Relationship Management:** Expand personal business networks outwith NIRAS-LTS, around identified areas of interest/expertise. Maintain a client orientation, and identify and take forward, under supervision, new business opportunities from existing work or client interactions.

About you

We encourage applications from those who want to be part of a supportive culture, often working to tight deadlines across multiple time-zones and in multi-cultural teams and environments.

You will be an effective communicator and able to develop flexible solutions in line with business needs. You will be expected to demonstrate a growth mind set which is matched by an established track record in providing evaluation services to a range of public and private sector clients. You will be highly professional, ambitious, and keen to play a key management and technical role in a growing consultancy company. A strong interest to develop technical understanding and pursue continued professional development is desirable.

Essential requirements

- **Qualifications and Experience:**
 - Masters degree in a relevant subject area or equivalent professional qualification with at least 5 years work experience.
- **Technical:**
 - Proven experience of delivering high quality analytical and written work in technical areas relevant to the role.
- **Project Management:**
 - Ability to effectively plan, project manage, form working relationships with people at all levels and manage teams to deliver proposals and projects to tight deadlines.
 - Proven experience of managing processes and budgets on high value (>£1m) assignments.
- **Business Development:**
 - Prior experience of developing written and commercial proposals or quotations in response to client requirements.
 - Strong motivation to develop appropriate technical and commercial solutions to client needs and the ability to communicate these in persuasive and engaging text.
- **Communication:**
 - Excellent communication skills (written/verbal) in fluent English and interpersonal skills
 - Ability to negotiate effectively with individuals or partners.
 - Demonstratable adaptive written communication skills, conveying information/data clearly (notably within tenders, reports, knowledge sharing etc) requiring little QA, adapting style and tone to suit audience.
 - Proven experience of building and sustaining relationships with key partners and clients.
- **Personnel Management:**
 - Experience working as part of and in managing project teams to deliver proposals or assignments to tight deadlines.
 - Able to support junior staff including giving technical and organisational advice and guidance.
- **Teamworking:**
 - Willingness to support other areas of the business when required, and to support less experienced team members where appropriate.
 - An ability and willingness to work effectively with colleagues with different skill sets and from different cultural backgrounds.

- **Time Management**
 - Ability to think and work proactively, creatively, and strategically under pressure.
 - Effective organisation skills.
 - Ability to be adaptable and flexible to respond to changes, challenges and competing demands.
- **Numeracy and IT:**
 - Comfortable dealing with financial information.
 - Competent user of Microsoft Office software including strong Excel skills.

Desirable requirements

- Experience of identifying, developing, and nurturing beneficial partnership and business opportunities.
- Awareness of public sector compliance issues and commercial strategy for consulting/project management businesses.
- Fluency in a second language would be advantageous.

Our offer

This is a full-time (35 hours per week), permanent position. We anticipate the role will be based from our vibrant Edinburgh¹ office where you can fully immerse with our dynamic, highly skilled team. Due to the current COVID-19 restrictions, you can expect initially to work from home and longer-term, flexible hybrid working is likely to be in operation.

The salary range for this role starts at **£37,600 per annum**. We operate performance-related pay progression, meaning you can progress towards 100% of the pay range (£47,000) subject to achieving objectives, behaviour standards and being fully developed in the role, and be rewarded with salaries of up to 20% above the pay range for exceptional performance.

Our Learning & Development strategy supports a fantastic range of development opportunities to support you in your role and future aspirations!

In addition, you can expect:

- 35 days paid annual leave entitlement (inclusive of public and bank holidays).
- Flexible working.
- 10% employer pension contributions, and optional salary sacrifice pension arrangements.
- 24/7 access to our Employee Assistance Programme, including perks & savings.
- Income Protection Scheme for critical illness or injury.
- Company sick pay.
- Enhanced maternity, paternity and adoption pay.
- Paid time off for volunteering activities.
- Cycle to work scheme.
- Free parking.

¹ Edinburgh is consistently voted the best city in the UK (e.g. [2018](#), [2020](#), [2020](#)). Consideration of other locations, relative to our offices in Cambridge, Ascot or central London may be given, depending on circumstances.

How to apply²

Applicants must have the right to work in the UK. This role is eligible for sponsorship but cannot be guaranteed. Offers of employment are conditional subject to the satisfactory completion of pre-employment checks including references.

Please send your CV and cover letter, detailing your interest in the role and how your experience matches the requirements.

Completed applications should be sent to via email to mail@ltsi.co.uk by 5pm on Thursday 30th September 2021.

We anticipate first stage video interviews will be held week commencing 4th October and second-stage interviews will be held in person, adhering to COVID guidelines during October.

We look forward to receiving your application!

Equal Opportunities

We are committed to encouraging equality, diversity, and inclusion amongst our workforce. We are an equal opportunities employer and welcome applications from all suitably qualified individuals regardless of age, disability, sex, gender reassignment, sexual orientation, race, religion or belief and marriage and civil partnerships.

² Under the General Data Protection Regulation (GDPR)(EU) 2016-279, we have a legal duty to protect any information we collect from you. Please see our privacy policy at <https://www.ltsi.co.uk/about-us/our-policies/privacy> for details about how we use your information. If you have any questions or concerns about our policy please get in touch before sharing any personal information with us. If you would like to exercise your personal data rights please email mail@ltsi.co.uk.
