

TERMS OF REFERENCE

DATA ANALYST

ABOUT CONSUMERS INTERNATIONAL

Consumers International is the membership organisation for consumer groups around the world.

We believe in a world where everyone has access to safe and sustainable goods and services. We bring together over 200 member organisations in more than 100 countries to empower and champion the rights of consumers everywhere. We are their voice in international policy-making forums and the global marketplace to ensure they are treated safely, fairly and honestly.

We are resolutely independent, unconstrained by businesses or political parties. We work in partnership and exercise our influence with integrity, tenacity and passion to deliver tangible results.

Consumers International. Coming together for change.

ABOUT THE PROJECT

For Consumers International 60th anniversary we asked our Council Members and select Members from around the world to share their vision for 2030. Global markets are developing in new ways – digitally, and towards sustainable consumption – heralding a new type of relationship between consumer and market players. A global index can track progress against that global vision. We are building a global Consumer Protection and Empowerment Index to explore areas of the consumer experience previously untouched at a global scale. It will allow comparison over time of consumer protection and engagement internationally, and also between regions and individual countries as desired.

SCOPE OF WORK

We are looking for an experienced data analyst to join Consumers International's Global Consumers Protection and Empowerment Index team. The data analyst will drive the creation and management of the data behind the index via collection, imputation, weighting and scoring.

They will manage and lead on all aspects related to data analysis and provide input into the development of the conceptual framework and its key indicators. They will ensure the index is being built using robust and innovative data sets that create unique insights and comparisons at the national and regional level.

We will be looking for 3 months of work between July and September 2021.

NECESSARY SKILLS AND EXPERIENCE

Key aspects of the role include:

- Collecting, analysing and inputting a range of data measures into the index framework
- Imputation of missing data through a variety of methods

- Interpreting expert feedback on the conceptual framework to gather and input innovative forms of data measures
- Having a clear understanding of all aspects of the index framework to ensure data measures contribute to building a robust index framework
- Leading the data cleaning, index calculation and weighting process
- Analysing key themes and trends coming from calculation and scoring process

Essential experience:

- 1+ years hands on experience building indices
- Background in Organisational Science (degree or equivalent)
- Data analysis skills (quantitative/qualitative) including:
 - a. Data cleaning and validation
 - b. Imputation of missing data
 - c. Index calculation
 - d. Index weighting
 - e. Multivariate analysis
 - f. Data management
 - g. Understanding of how to manage data gaps
- Knowledge and experience of working with global data sets
- The ability to find innovative solutions to unique data requirements

Desirable Experience:

- Deep knowledge of available global data sets related to consumer protection and empowerment
- Knowledge of consumer protection, empowerment and knowledge
- Knowledge of new trends in digital rights and innovation, and sustainability for consumers

Location: Remote work with contact hours from 9:00 – 18:00 (BST).

EXPRESSION OF INTEREST

Please share your CV, a covering letter explaining your relevant experience for this contract (please include proposals you have worked on in the past and your day rate, stating what is included in that fee) and your availability by June 25th to: Recruitment@consint.org

Please send an email with the subject line 'Data Analyst: Your Name'.

We will be reviewing applications as they come in.

We look forward to hearing from you and thank you in advance for your time and interest.

ANNEX

OUR VALUES

The Consumers International team strives to live the following values:

Leadership	<ul style="list-style-type: none">• Making tough trade-offs to ensure we deliver against strategy.• Charting a path forward – listening to other perspectives, while being independent of those perspectives.• Self-starting, motivated to put ourselves in leadership positions and drive forward pieces of work.• Striving to bring others with us – colleagues understand the direction we are taking and our reasoning. Viewpoints are sought at key moments and delivery is orientated around the strategy.
Inclusivity	<ul style="list-style-type: none">• In delivering our strategy, creating the space to listen and understand views, and diversity of participation and representation.
Caring	<ul style="list-style-type: none">• Caring about the career development and success of our colleagues and how our team collaborates together.• Caring about the future of consumers and members and achieving impact for them through our strategy and change agenda.
Innovation	<ul style="list-style-type: none">• Pursuing new creative ideas that have the potential to change the world.
Agility	<ul style="list-style-type: none">• Adapting quickly in response to opportunity.
Efficiency	<ul style="list-style-type: none">• Generating the greatest impact for the least effort. Keeping it simple and systemising for efficiencies.
Excellence	<ul style="list-style-type: none">• Delivering work to the highest standards with professionalism and integrity. The quality of work is evident to all.
Passion	<ul style="list-style-type: none">• Passion for a safe, fair, and sustainable marketplace for consumers drives our impact and the achievement of our organisational goals.• Engaging with energy and excitement.

Consumers International is an equal opportunities employer with a policy to ensure that no job applicant or employee should receive less favourable treatment on any grounds not relevant to good employment practice.