youth futures FOUNDATION

Senior Evidence & Evaluation Manager

Directorate: Impact & Evidence

Recruitment Pack

Date: October 2026



Welcome

Youth Futures Foundation was established in 2019 with the clear mandate to address the cycle of systemic employment disparities, discrimination and disadvantage that marginalised young people in England face. In our first five years we have built the evidence to better understand why these different employment outcomes exist, and their long-term impact on our young people. The stark reality remains, however, that a staggering 1 in 8 young people are not in education, employment or training (NEET), with those from marginalised backgrounds facing even greater barriers than their peers.

The challenge is big but so is the prize for getting it right, not only for young individuals but our society and economy at large. To get there our country needs clear ambition, which is why the heart of our new strategy sets the goal that England should aim to have the lowest NEET rate in the OECD by 2050; a statement of intent we hope others will join us in calling for.

As we look to the future, it is right we set direction for the unique and privileged role Youth Futures plays as the What Works Centre for youth employment. Not just in building the evidence base on the barriers and solutions to this persistent challenge; but in proactively influencing those who hold the levers of change in policy and practice to unlock a generation of talent.

Established as a small start-up with a big mission, Youth Futures' early years saw the organisation adapt swiftly and decisively. Less than six months into operations, we – like so many others – were navigating a global pandemic that brought with it an unprecedented challenge for the labour market, young people and the front-line organisations supporting them. I am enormously proud of everything the team were able to learn and achieve during this period, and way they adapted to support those most in need at the time.

We promote strong coordination and partnership working across government, funders, delivery organisations and employers. Our flagship £16 million Connected Futures Fund aims to address the fragmentation of youth employment and skills delivery in the places that need it most, so that young people furthest from the job market receive consistent high-quality support to address complex needs.

We continue to strengthen our organisation and team as we grow and evolve and this role will play a crucial part in supporting the organisation in achieving its vision, mission and business goals. If you are passionate about creating a better future for young people, we look forward to hearing from you.



Barry Fletcher, CEO

About us

Who we are

Youth Futures Foundation is the national What Works Centre for youth employment, with a specific focus on marginalised young people.

What we do

We find and generate high-quality evidence to better understand England's youth unemployment and inactivity challenge, and most importantly to learn what solutions work to address this. We do this through bringing together the best evidence already in existence and build on this by conducting original research and testing and evaluating promising interventions to produce much needed new evidence where there are gaps.



We put evidence into action with policy makers, employers and funders who have the means to make direct impactful change for young people. We do this through translating the evidence practically for stakeholders to use and understand, and through partnerships and engagement to influence, inform and support them as decision makers to back evidence-based interventions that work.

Youth Inclusion

Throughout our work, we proudly involve the voices, perspectives and participation of young people experiencing marginalisation, through our Future Voices Group, our young Board members and beyond. We believe that the young people who are most affected by the system have invaluable perspective and experience, and therefore must be at the heart of efforts to change it.

We actively ensure that all young people engaged with Youth Futures Foundation meaningfully influence our work and advocate within the employment system while also developing their skills and personal outcomes. Our Future Voices Group programme harnesses these insights to craft impactful narratives that influence the knowledge, practice and behaviour of key actors and audiences within the system such as policymakers and employers. The group also participate in decision-making and projects throughout Youth Futures.

Vision, Mission and 'North Star' goals

Vision and Mission

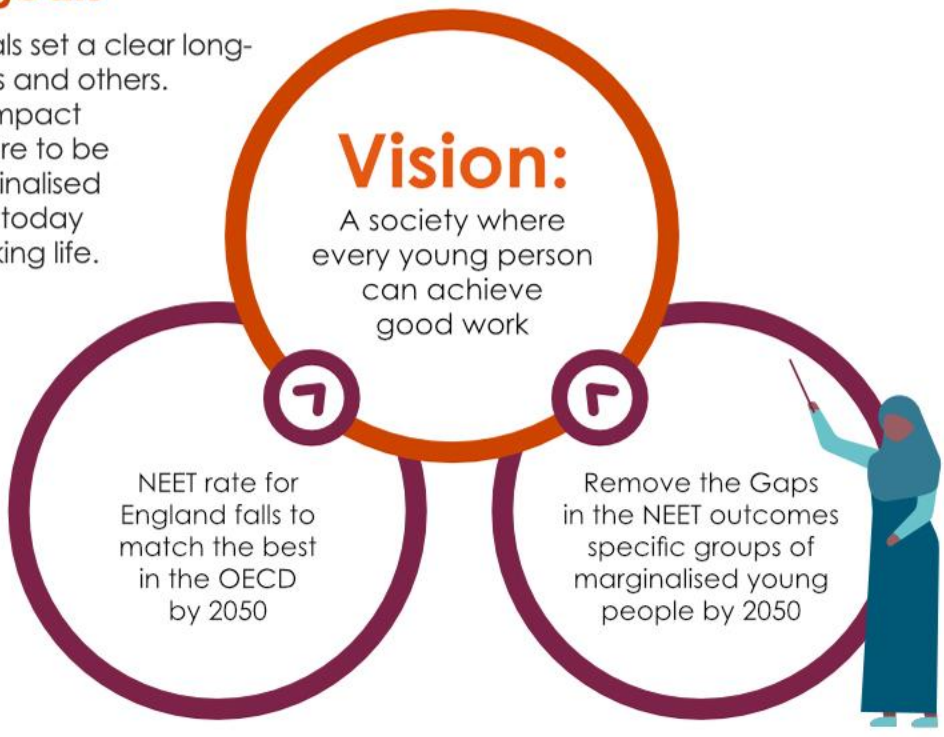
A vision that speaks to our core beliefs and aspirations for all young people.

An action-orientated mission as a What Works centre focusing on young people facing marginalisation and seeking transformational change in the system.



'North star' goals

Two 'north star' goals set a clear long-term ambition for us and others. They speak to the impact needed for the future to be different for a marginalised young person born today when entering working life.



Our Values

Ambition

Collaboration

Inclusion

Learning

Trust



Ambition: We work with rigour and hold ourselves to high standards to match the scale of our mission.

We live this when…

- We strive for excellence, as a team and as individuals.
- We actively seek out opportunities that drive our mission forward.
- We recognise progress and celebrate success.
- We take personal accountability for delivering to high standards, with the ambitious systemic aims of our strategy as our collective backdrop.

We don't live this when…

- We wait for others to act, instead of taking initiative in the face of challenges or opportunities.
- We lack clarity, with no definition of success, failure, or progress.
- We repeat the same processes without seeking improvement or innovation.
- We sit back when things are hard, instead of seeking support and addressing challenges.

Collaboration: We work purposefully together – building meaningful relationships and combining strengths, to achieve outcomes none of us could deliver alone.

We live this when…

- We build multi-disciplinary, cross-departmental teams for programmes and projects, valuing different perspectives and specialisms.
- We work from a shared goal, we clearly establish roles and responsibilities, and we share ownership of outcomes.
- We proactively share information in accessible ways to invite broader input.
- We use agreed tools and processes including The Pulse and Asana to look across the organisation and feed in information as projects progress.

We don't live this when…

- We work in silos and don't consider the bigger picture or feed into cross-organisational understanding using agreed tools.
- We allow insufficient time or space for others to meaningfully engage in our work.
- We assume participation from others without clearly establishing understanding, expectations, and goals.
- We start new projects without consideration of cross-organisational priorities and activity.

Inclusion: We challenge inequity and celebrate difference to build a culture of respect and belonging, where everyone is heard and able to thrive.

We live this when…

- We embed our EDI Framework every day, so inclusion is core to how we work, not just what we say.
- We centre and amplify diverse voices in our work and decision-making.
- We acknowledge systemic inequity and take responsibility to address it.
- We model inclusive behaviours at every level.
- We create space where everyone feels safe, respected, and heard.

We don't live this when…

- We don't translate our EDI commitments into consistent, meaningful action.
- We show favouritism, behave inconsistently across teams or individuals, or prioritise the voices some groups or individuals over others.
- We avoid difficult conversations about bias, discrimination, or exclusion.
- We shut down or discourage questions, challenges, or constructive feedback.

Learning: We seek feedback, welcome challenge, and use evidence to deepen our understanding, improve practice, and increase our impact.

We live this when…

- We ask questions, we're curious about things we don't understand, and we're receptive to suggestions (especially if something isn't working).
- We create space for continuous improvement – reflecting and sharing what we've learnt.
- We support and empower one another to develop and grow, independently and together.
- We use our Personal Development tools and processes to seek meaningful feedback, reflect on areas for improvement, and celebrate progress.

We don't live this when…

- We are resolutely committed to the way things have always been done.
- We disregard feedback or evidence that something's not working or not right.
- We move forward without creating space for reflection, questions, or new ideas.
- We overlook that there are always ways for us to grow and develop.

Trust: We act with integrity and are transparent in our aims and decisions to create an open culture where we can progress together.

We live this when…

- We are transparent about how and why decisions are made, using our internal communications channels like The Hub and The Bulletin to communicate across the organisation.
- We follow through on our commitments where possible, and communicate proactively when things change.
- We create a safe culture where people can ask questions and challenge constructively.
- We work from a place of respect for others' perspectives and positive intentions.

We don't live this when…

- We make decisions or change plans without considering the impact on others, or without explaining the rationale.
- We communicate in ways that are not clear, consistent, considerate, or we circumvent our agreed communications channels.
- We create an environment where people feel unable to raise concerns or ask for clarity.

Equity, Diversity and Inclusion statement

The young people we aim to serve - and the challenges they face - are all unique. We need to build a team that reflects this diversity, is highly skilled and committed. Our commitment to inclusion across all protected characteristics, experiences and socioeconomic background forms the cornerstone of our work.

We work hard to ensure we have a diverse and inclusive workforce. We use identity-blind software for all our permanent recruitment campaigns to reduce unconscious bias during recruitment. We have flexible working policies which are kept under review and many of the more flexible working practices we adopted during lockdown have been retained. The recruitment of our team around our three hubs of Birmingham, Leeds and London has enabled us to attract a greater diversity of talent than simply focusing recruitment in one city.

In building the Board, the Future Voices Group, and making external appointments to the Grants Committee, we have also ensured our governance and advisory structures contain a broad diversity of background and experience.

We are committed to encouraging an open, collaborative, safe and inclusive working environment. We have an EDI committee, formed of a group of employees, with a senior leadership team lead, who have a keen interest or experience of EDI and work together on issues or concerns related to equity, diversity and inclusion at work. The committee address and implement proactive strategies relating to EDI, support policy reviews and revisions, be the employees voice to Senior Leadership Team members and share feedback for continual improvement on our organisational wide values and commitment to EDI.



Our Charter Marks

External recognition of our commitments as an inclusive and responsible employer

Great Place to Work

- Independent recognition informed by colleague feedback about trust and workplace culture.

Show the Salary

- A pledge to publish salary information openly in job adverts and support fairer recruitment.

Disability Confident

- Shows a positive, inclusive approach to recruiting, retaining and developing disabled people.

Living Wage Employer

- Accreditation confirming a commitment to pay the real Living Wage, based on everyday living costs.

Mindful Employer

- A commitment to creating a supportive workplace for colleagues experiencing mental ill health.

Best Workplaces

- Recognition in the Charity & Not-for-Profit category, highlighting the workplace experience.

Role Description

SENIOR EVIDENCE AND EVALUATION MANAGER
IMPACT & EVIDENCE DIRECTORATE

Term: Permanent - Full Time –37.5 hours per week

We offer flexible working and consider alternative patterns of work

Salary: £47,226 - £53,364 (depending on skills and experience)

Reporting to: Head of Evaluation

Location: This role can be based at any of our hubs located in London, Birmingham or Leeds. We currently operate a hybrid model of two-days per week in the office and three-days from home. You must also be prepared to travel to the other hubs and other locations as required for the purpose of this role, which may occasionally require overnight stays.

The Senior Evidence and Evaluation Manager sits within the Impact & Evidence directorate at the heart of Youth Futures Foundation. You will play a central role in building the evidence base on what works to support young people into good jobs. Working with three Heads of Evaluation, the Deputy Director and the Director, you will help ensure our evaluations are designed to generate credible evidence of what works.

Your primary responsibility will be to lead the design, commissioning and management of impact evaluations, including RCTs and QEDs. This will include feasibility or developmental work where interventions are not yet ready for full impact evaluation. You will bring strong quantitative / statistical research skills, and engage critically with evaluators on the methods and assumptions underpinning impact evaluations.

Working closely with independent evaluators, delivery partners and colleagues in our Policy & Communications and Employer Engagement & Partnerships directorates, you will assess the evaluability of interventions, and lead the design and delivery of large-scale, complex impact evaluations. You will manage a portfolio of projects, leading some directly, and overseeing others while supporting more junior colleagues.

You will also contribute to strengthening our 'evaluation architecture', leading projects that improve evaluation practice within our team and set standards for methodological rigour in the sector. For example, this may include enhancing data infrastructure and access to administrative datasets; or leading key commissions to develop methodological guidance and standards. This work ensures that, as the What Works Centre for youth employment, our evidence is both highly credible and useful to policymakers and commissioners.

In addition, you will lead other aspects of the team's commissioning. This may include developing policies and processes, supporting the Heads of Evaluation to strengthen commissioning practice. You will work with Policy & Communications and Employer Engagement colleagues to identify promising programmes for evaluation and ensure outputs include clear, practical recommendations for policy and practice.

You will also work with the Heads and Deputy Director of Evaluation to support the development of Evidence & Evaluation Managers.

Key responsibilities

- Critically review evaluation proposals to ensure designs are high quality and cost effective, and that the most suitable evaluators are commissioned.
- Shape the evaluation approach for themed calls or open funding rounds for new evaluations
- Manage the development, design and implementation of impact evaluations progressing from initial feasibility, pilot and development phases.
- Lead large-scale complex impact evaluations from design through commissioning to dissemination, supporting Evidence & Evaluation Managers, including:
    - designing calls for proposals (e.g., deciding evaluation aims, objectives, key research questions) with relevant stakeholders
    - assessing the quality of submitted evaluation proposals
    - Providing technical oversight and challenge on evaluation trial design, including recruitment strategy; power calculation; identification strategy; outcome selection; implementation and process evaluation; statistical and cost analyses..
    - liaising with evaluators and delivery partners to develop effective research and evaluation tools, from evaluation mobilisation to final reporting
    - reviewing feasibility studies for further evaluation/funding continuation, including developing recommendations to YFF's Grants & Evaluation Committee when necessary
    - supporting grantees during set up to clarify their theory of change, programme fidelity and data requirements
    - working closely with Policy & Communications colleagues to translate findings into outputs for policy, practice and employer audiences.
- Manage evaluation contracts, budgets and risks.
- Ensure all evaluation activity meet Youth Futures' governance, ethics and safeguarding requirements.
- Monitor delivery against evaluation plans for a portfolio of projects and provide support to junior colleagues as needed.
- Lead key commissions for Youth Futures What Works Architecture programme and contribute to ad-hoc projects that improve team ways of working.
- Provide technical expertise and training to colleagues across the organisation to support delivery of high-quality evaluation projects.

Other responsibilities

- Work collaboratively with teams across Youth Futures to carry out projects that achieve organisational goals, such as internal steering group and committees.
- Work closely with the Heads and Deputy Director to identify and make improvements to the operation of the team, ensuring we are working efficiently and strategically to achieve our goals.
- Contribute to Youth Futures' broader evidence requirements, youth participation strategy, and good practice toolkits.

PERSON SPECIFICATION

	Essential	Desirable
Knowledge, experience and abilities		
Significant knowledge/experience of evaluation methodologies, including RCTs and QEDs and their strengths and limitations in different contexts, gained within a commissioning or research setting	X	
Strong experience critically appraising data, evidence and research literature	X	
Excellent track record of project-managing research and evaluation projects	X	
Extensive experience effectively communicating research and evaluation findings (both written and orally) to different audiences	X	
Significant experience leading the design of quantitative and mixed-methods evaluations	X	
Proven ability to foster and sustain positive, collaborative relationships internally and externally	X	
Strong track record of contributing to strategic planning across a portfolio of complex evaluation projects to achieve meaningful change	X	
Able to manage a portfolio of complex evaluation projects simultaneously, and support others to do so	X	
Able to establish priorities and manage a complex workload to meet tight deadlines	X	
Experience with data protection, safeguarding and research ethics	X	
Sound experience using MS Office 365 and other IT applications, Teams and SharePoint and online/remote working tools	X	
Able to identify and propose improvements to ways of working or processes	X	
Comfortable working with others, including supporting junior colleagues' development to deliver high-quality evaluation projects	X	
Knowledge of evaluation data strategies	X	
Experience accessing/using administrative datasets and data linkage		X
Experience translating evidence into actionable recommendations considering accessibility requirements		X
Knowledge of education and/or labour market policy and delivery contexts		X
Skills & competencies		
Analytical and methodical	X	
Excellent manager of evaluation projects (ideally in commissioned research / evaluation)	X	
Strong quantitative evaluation skills and ability to apply these to the design, commissioning and oversight of impact evaluations, including assessing identification strategies, statistical power, outcome measurement and analysis plans.	X	
Problem solver who anticipates risks and issues, and engages the appropriate people to productively resolve them	X	
Collaborative team member who can also take initiative and work independently , and can adjust to the changing demands of a dynamic working environment to help the team achieve its goals	X	
Relevant qualification in an economic, social science or statistical discipline (or equivalent experience)	X	
Clear passion for improving employment outcomes for marginalised young people	X	
Commitment to equity, diversity and inclusion and to involving young people in evidence generation and decision making	X	
Excellent written and verbal communication skills, able to articulate complex concepts clearly and concisely	X	
Proactive learner	X	
Committed to the value of mixed-methods approaches	X	
Flair for robust evaluation strategy and design	X	
Strategic thinker, able to assess long-term potential, risks and opportunities, considering a range of issues and dimensions	X	
Designs and delivers creative yet practical solutions to complex problems	X	

MINDSET

- a genuine personal commitment to Youth Futures mission, vision and values applying these to everyday working
- to thrive when operating in a growing and evolving organisation
- a proactive and flexible approach
- a positive and can-do attitude, willing to roll sleeves up to get into details where necessary
- a commitment to equity, diversity and inclusion, demonstrating inclusiveness, collaboration and respect
- a commitment to our employee code of conduct and behaviours
- contributes to and helps build a strong, positive team culture
- follow internal policies, processes and practices

THINGS TO KNOW

As part of Youth Futures Foundation's safeguarding policy, all employees are subject to a basic Disclosure and Barring Service (DBS) check, some positions may require an enhanced level disclosure.

The young people we aim to serve – and the challenges they face - are all unique. We are looking to build a team that reflects this diversity. Our commitment to inclusion across race, gender, age, class, religion, identity, and experience forms the cornerstone of our work. We are an equal opportunities employer, Mindful Employer, Disability Confident and welcome applications from all sections of the community.

We are particularly keen to encourage people with lived experience of the challenges facing young people in the labour market, and committed to supporting you in your application. Please contact us if you require any additional support.

Internally, we encourage an open, collaborative and inclusive working environment.

Summary of benefits and general Terms &Conditions

Probationary Period - all offers of employment are subject to a six month probationary period. Regular reviews will be undertaken during this period.

Holiday Year – 1st January to 31st December.

Holiday entitlement – holiday is issued in hours 210 per year equivalent to 28 days holiday, plus 8 statutory bank holidays. Entitlement is pro-rata for part-time employees. Holiday can be requested via the HRIS BreatheHR system. We are also flexible for employees to work on occasional public holidays (except Christmas, Boxing or New Year's Day) in lieu of taking a day off to celebrate an alternative significant religious day. Please discuss this further with line manager of Head of People.

Hours of work – are as specified within individual contracts of employment. Our standard working hours are 37.5 per week, standard working hours are 9:00am – 5:30pm including one hour lunch.

Lunch break – lunch breaks are a minimum of 30-minutes . Refreshment facilities are provided in each of our hub locations.

Flexible working – we offer a range of different working patterns such as variable start / finish times, part-time or compressed hours. Please speak with your line manager or Head of People to discuss any variation to working pattern or hours. Requests for flexible working can be made informally or formally.

Location – each employee will be given a hub location as their place of work, London, Birmingham or Leeds, There is a requirement to visit or work from other hub locations as necessary, including to attend the periodic face to face, all staff away days (which involve an overnight stay).

Hybrid working – we currently offer an arrangement that allows you to work three days per week from home. However, if your home working situation or general working preference means that you prefer to work in an office, there is no upper limit to the number of days working in the office. We provide all relevant home office equipment to ensure you are properly equipped to work effectively from home. A catalogue of equipment is offered for you to select the required equipment.

Volunteering days – we offer three paid volunteering days per year, pro-rata for part time employees, unless otherwise agreed at our discretion each year (January to December) to allow employees to undertake voluntary/charitable work. This time can be split into half days. Volunteering time is recorded on the HRIS BreatheHR system.

Personal/professional training allowance – a personal training allowance of £750 is allocated to each employee per year to use in a variety of methods such as conferences, events, books, journals, professional subscriptions/memberships, contribution to qualifications, coaching, to support with CPD, and £250 per head for functional teams to pool and engage in collective training.

Salaries – salaries are paid via BACS direct into bank accounts on the 25th of each month, where the 25th falls on a weekend, payment will be made the Friday before. Payslips are issued electronically via Xero.

Pay structure – we have a nine point incremental pay structure, which enables an employee to move annually up the scale each service anniversary.

Enhanced Maternity, Adoption and Shared Parental Leave Pay - weeks 1 to 26 on full pay, weeks 27 to 39 on Standard Maternity Pay (SMP), weeks 40 to 52 unpaid (eligible at 6 months service).

Enhanced Paternity/Partner leave - three weeks at full pay.

Absence reporting – employees are expected to contact their line manager and/or Head of People to notify of any absence at your earliest possible opportunity and by no later than 10:00am. Absence is recorded on the HRIS BreatheHR system.

Sickness absence payments – for the first 6 months of service you will receive a maximum of four weeks full pay, after 6 months you may receive up to 12 weeks full pay. After this period the below income protection policy will then apply.

Emergency leave – up to 5 days of paid leave each year is available to enable an employee to deal with an emergency. These are not to be taken as consecutive days of absence, but to give the time to deal with a personal emergency and make any relevant alternative arrangements.

Medical/Dental appointments – reasonable paid time off is granted where such appointments are not able to be made outside of working hours.

Income protection – provides replacement income if an employee is absent from work through long-term illness or injury. After 13 weeks of absence, the income protection plan provides 75% of basic salary for a two-year period. Provided by AIG.

WeCare – through Canada Life you have access to similar health and wellbeing support through their WeCare programme which offers 24/7 online GP, mental health support and virtual wellbeing. https://www.canadalife.co.uk/workplace-protection/support-services/wecare/

Employee Assistance Programme – A 24-hour helpline with access to a range of legal, consultancy, 24/7 crisis assistance support and signposting. Provided by Assured Health.

Health Cash Benefit – a cash plan insurance policy that helps cover the cost of everyday health care, such as dental, optical and therapies. The plan reimburses some or all of the cost of routine and/or unforeseen healthcare costs and appointments. Full details of entitlements and support available will be issued to you direct from the provider Medicash. Totalling £995/year.

Group Life Assurance – a policy which enables employees to provide a tax-free lump sum benefit payment, and/or a longer-term income to their family and dependants in the event of death whilst in Service. Cover provided by Canada Life. Payment is based on 4 x basic salary.

Season Ticket Loan – An interest free loan for a 6 month or 12-month season ticket with monthly deductions from salary.

Travel card loan – the company can provide financial support to purchase travel cards. This is then deducted on a monthly basis from salary for an agreed time period.

Pension – There is an auto-enrolment pension scheme provided by People's Pension. If you meet the auto-enrolment criteria, you will automatically become a member of the scheme. Youth Futures Foundation pay an employer contribution of 6%, with an employee contribution of 5% of salary. An opt in to an additional 2% matched contribution can be made with a contribution totalling 15%. Membership details will be issued to you upon commencement. You can choose to opt out the scheme should you wish.

Cycle to Work Scheme – Provided through the Bike2Work Scheme. https://www.bike2workscheme.co.uk/ Allows you to buy commuter bikes and cycling accessories through us, so you spread the cost and making savings through a tax break. For more information on the scheme and to obtain our company pin to register please speak to our Head of People.

Expenses - Reasonable expenses incurred in line with the Travel & Expense Policy will be reimbursed against receipts. Expenses can be claimed back via the Zoho app.

Dress Code – dress for the day. We expect that you will dress appropriately for the work in which you are carrying out.

How to apply

To apply for the role please visit BeApplied

Applied is our online recruitment platform.

Applied offers a more effective approach to hiring – removing any bias. Applications are anonymised for the shortlisting process and candidates are assessed on their answers to set questions that are skill-based relevant to the role.

Applied enables you to complete your application in stages before final submission.

Our application process requires you to answer a set number of questions approx. 5 per application. With a limit of 250 words per question. You will then be asked to submit your CV to accompany your application. One of the questions will ask you to summarise your suitability for the role.

Please note: before you start your application you will be asked to confirm that you are answering the questions yourself and that answers are not plagiarised or automatically generated by AI software, before you start your application.

We expect thoughtful and personalised responses to our application questions, rather than generic AI-generated answers. Applications found to contain AI-generated content without meaningful personalisation will be flagged, and scores could be impacted.

You must ensure that you genuinely record the abilities, skills and experience that are verifiable. Remember, as the applicant, you are responsible for the entire content of your application, regardless of how it is generated.

Your personal information, supplied for the purposes of recruitment will be held and processed by Youth Futures Foundation for this purpose only. For further details please view our privacy policy Privacy Policy - Youth Futures Foundation.

Recruitment timetable

Deadline for applications:

9am, 2 November 2026

Interviews:

w/c 9 November 2026

Please note: Due to receiving high volumes of interest in our opportunities, this vacancy may close earlier than the advertised deadline. To ensure your application is considered, please submit it as soon as possible.

If you require this document in an alternative format, or have any questions relating to this vacancy please contact our people team on **opportunities@youthfuturesfoundation.org**

