

HEAD OF NATIONAL MENTORSHIP DATA & ANALYTICS

In2MedSchool

In2MedSchool is a widening participation initiative that consists of a group of medical students and junior doctors helping underprivileged school children apply to study Medicine and related subjects at University.

Mentorship Team

This team is responsible for overseeing the running of our free, national 1:1 mentoring scheme where aspiring medics are matched with a local medical student/doctor who will be there mentor throughout the application process.

Role Description & Requirements

- Developing, implementing and maintaining data analyses, data collection systems and other strategies that optimise our team's workflow.
- Identify, analyse and interpret trends/patterns in datasets generated by the Mentorship scheme.
- After appropriate training, be responsible for maintaining statistical summary dashboards that inform the team as well as the charity as a whole about our current progress.

HEAD OF NATIONAL MENTORSHIP DATA & ANALYTICS

- Liaise with the Communications, Media, Grants & Partnerships and other relevant teams to formulate our team's data and analytics into digestible pieces of information that can be shared with different stakeholders in various formats.
- Assist with data analysis and interpretation for the purposes of quality monitoring and research.
- Locate and define new process improvement opportunities for Regional Heads, mentors, mentees and all other stakeholders.
- Assist with data migration to new Microsoft-based systems by Summer 2023.

Essential Criteria

- Ability to analyse, model and interpret data.
- Problem-solving skills.
- A methodical and logical approach.
- Accuracy and attention to detail.
- An understanding of the ethics of gathering and working with data.

HEAD OF NATIONAL MENTORSHIP DATA & ANALYTICS

Time Commitment

- Approximately 4 hours/week (variable, depending on time of year).
- Meeting with the respective director monthly.
- Administrative responsibility of running zoom breakout rooms for 2h on one weekend day every 5-6 weeks (on a rota basis).

Application Process

Click [here](#) to apply for this role.

Line Manager

You will be line managed by one of our Mentorship Co-Directors, Joana Rodrigues.

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Contact Us

For more information about the role, please contact:

- Joana Rodrigues:
 - joana.rodrigues@in2medschool.com

For more information about In2MedSchool, check out our social media or send us an email.



@In2MedSchool



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