



WE'RE HIRING

Quantitative Research and Evaluation Assistant

SALARY £11,700 (£29,250 FTE), pro rata for the fixed-term contract	HOURS 15 hours per week, normally worked over two days	LOCATION Remote, with occasional travel
START DATE 1 st September 2026	END DATE 31 st March 2027	CLOSING DATE 21 st August 2026

The opportunity

Black Box Research and Consultancy Ltd is looking for a capable and highly organised Quantitative Research and Evaluation Assistant to support a fixed-term programme of research and evaluation focused on violence prevention and community safety.

You will work alongside our Research and Evaluation Lead and Director, supporting quantitative analysis, evidence reviews, data management, research activity and report production. The work will inform practical decisions by public-sector and community partners.

This role may suit a recent Master's graduate, current PhD researcher or someone with equivalent applied experience who has strong quantitative skills and wants to build further experience in criminal justice and public-sector evaluation.

What you will do

- Clean, organise and document quantitative datasets.
- Assess data quality, completeness, consistency and duplication.
- Produce descriptive statistics, rates, proportions, trends and group comparisons.
- Analyse changes over time, including baseline and follow-up data.
- Create clear tables, charts and visual summaries.
- Support evaluation frameworks, outcome measures and statistical analysis plans.
- Conduct literature and evidence reviews and help develop research tools.
- Support qualitative data collection and analysis where required.
- Draft accessible findings for reports, briefings and presentations.
- Check consistency across analytical outputs, tables, figures and narrative.
- Maintain clear, reproducible records of analytical decisions and methods.
- Identify limitations, uncertainty and gaps rather than overstating the evidence.
- Support project administration across several linked workstreams.

Essential skills and experience

Applicants should be able to demonstrate the following:

AREA	WHAT WE ARE LOOKING FOR
Quantitative analysis	Experience cleaning and analysing real-world datasets; producing descriptive statistics, group comparisons and change-over-time analysis; and handling missing, incomplete or inconsistent data appropriately.



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Analytical software	Proficiency in at least one relevant statistical package or programming language, such as R, SPSS, Stata or Python, alongside strong Excel skills.
Evaluation knowledge	A working understanding of research design and evaluation methods, including baselines, outcomes, cohort definitions and the limits of before-and-after or group comparisons.
Interpretation	Ability to interpret results accurately, distinguish association from causation and clearly explain uncertainty and methodological limitations.
Excellent written communication	Evidence of clear, concise and accurate analytical writing for professional, academic or policy audiences.
Quality and judgement	Exceptional attention to detail; confidence questioning weak data, unclear assumptions or unsupported conclusions; and willingness to flag uncertainty.
Organisation	Ability to work independently, ask for advice appropriately, manage competing tasks and meet deadlines reliably.
Data protection	Understanding of confidentiality, secure data handling, data minimisation and UK GDPR principles, with sound judgement about sensitive information.
Qualification or experience	A relevant Master's degree, or equivalent demonstrable experience, in quantitative social research, evaluation, criminology, statistics, public health, social policy or a related field.

Desirable skills and experience

These would be useful, but are not essential. We do not expect applicants to meet every criterion.

AREA	WHAT WE ARE LOOKING FOR
Subject knowledge	Criminal justice, policing, youth justice, violence prevention, community safety, safeguarding or exploitation.
Administrative data	Experience analysing police, NHS, local-authority or programme-monitoring data and understanding its limitations and potential biases.
Evaluation methods	Process or impact evaluation; control or comparison groups; selection bias and confounding; regression analysis or other quasi-experimental methods.
Additional tools	Power BI or another dashboard tool; GIS or geographical analysis; survey design; qualitative coding; data dictionaries or monitoring frameworks.
Economic analysis	Experience of value-for-money or cost-benefit analysis, including the ability to explain assumptions and limitations.
Research practice	Trauma-informed research involving violence, exploitation or vulnerable groups, or work with commissioners, public bodies or community organisations.

What matters most

Strong quantitative ability, analytical integrity and a willingness to learn are more important than narrow subject specialism. We are looking for someone who checks the data before analysing it, makes defensible choices, explains their reasoning and does not conceal limitations.



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Working arrangements

- The role is predominantly remote, with occasional travel where required.
- You will report to the Research and Evaluation Lead and work closely with the Director.
- Reasonable travel expenses will be reimbursed in line with company arrangements.
- The post may involve confidential and sensitive information. Appointment will be subject to identity, reference and right-to-work checks.
- The successful candidate must be willing and eligible to undergo any additional vetting required for the work.
- There may be an opportunity to extend the contract beyond 31st March 2027, subject to business needs and the availability of further work.

How to apply

Please submit:

- Your CV.
- A brief covering statement explaining how you meet the essential criteria and why you are interested in the role.
- A summary of up to two quantitative research or evaluation projects you have worked on. For each example, briefly outline the project's purpose, data sources, analytical methods and software used, your individual contribution, how the findings were used, and any important challenges or limitations. Please limit this summary to two pages.
- An example of your own written work that demonstrates excellent analytical and professional writing. This might be a report, dissertation chapter, research paper, briefing or evaluation output. Extracts are acceptable, and confidential information must be removed.

SEND APPLICATIONS TO

grace@blackboxresearchandconsultancy.com

Deadline: 21st August 2026

About Black Box Research and Consultancy

Black Box Research and Consultancy Ltd provides research, evaluation, training and specialist advice across criminal justice, violence, exploitation and modern slavery. Our work combines academic rigour with practical recommendations for policymakers, commissioners and frontline practitioners.

We are committed to ethical, inclusive and trauma-informed practice. We welcome applications from candidates from all backgrounds and particularly value perspectives that are underrepresented within research, evaluation and criminal justice.