

## Job Profile

**Job Title:** Labour Market Analyst/Economic Analyst

**Line Manager:** Senior Labour Market Economist

**Hours:** 35 hours per week (full-time)

**Location:** Wimbledon (with flexible and hybrid working)

The official location of this role will be our office in Wimbledon. However we use hybrid ways of working so that you can choose where you work based on what's best for our customers, what's best for your team and what's best for you to work most productively, whether that's working remotely from home or in our collaborative office space.

**Job Purpose:** To provide analytical support for the CIPD's work on labour market issues to enable the Institute to have a strong voice on the labour market and be seen as the go to experts by stakeholder including policymakers and the media.

### Key accountabilities

1. To be an expert in labour market analysis, providing insight in all aspects of the subject to internal and external customers.
2. Provide quantitative analysis of survey data to generate insights on the world of work. Key surveys used by the team include the Labour Force Survey, Understanding Society, and our own annual UK Good Work Index survey.
3. Providing analytical support to members of the policy and practice team. Your skills as an analyst will help bring insights on a range of areas - not just limited to labour market analysis. This will include education and skills, pay and reward, and diversity and inclusion.
4. Supporting the wider Data & Insights team in their work, aiming to understand the experiences of those working in the People Profession.
5. Responsible for project managing and producing the CIPD's quarterly Labour Market Outlook publication. This involves surveying 2,000 senior HR practitioners about the recruitment, redundancy, and pay intentions in the coming three months.
6. Carrying out public speaking including internal & external video content, presenting to local CIPD branches, at conferences and on panels including our annual ACE conference in Manchester and Festival of Work.
7. Speaking and providing written comment to the media.
8. Engaging with policy makers through meetings and roundtables where appropriate.

### Dimensions

## Nature and Scope

The CIPD is a trusted voice on the world of work. Members of the policy and practice team each cover a specific area including, diversity and inclusion, skills, reward, and labour market issues.

A typical week in the role might include, providing up to date analysis on zero-hours contracts to journalist in the morning and commenting on the latest trends. Analysing company ethnicity pay gap data and presenting the findings to colleagues. Writing a blog on a current labour market issue such as immigration changes and their labour market impact, or the latest insights on home/hybrid working. You will be working closely with the Senior Labour Market Economist to develop your analytical skills and public profile.

## Knowledge, qualifications, and experience

- High level of numeracy skills - This role will involve using data that is both publicly available and generated through in house surveying, to provide insights on the world of work.
- Degree in economics or a related discipline such as, another social science or psychology.
- Experience of using statistical software such as, R/Python/SPSS/Stata to analyse large data sets. Ideally the candidate will be familiar with R or Python. However, a willingness to learn and develop will be considered.
- Excellent written and oral communication skills. Writing is the main medium through which you will communicate including through blogs and longer written reports. You will have the opportunity to author high profile publications. Oral - Policy advisors are called upon to provide insights to media including radio, tv, and print, as well as speaking on video, panels and at conferences. Media training is available upon starting the role.
- A high degree of initiative, drive and self-discipline.
- Ability to work collaboratively as part of a team.

**Note:** This job profile is aimed at describing the core output that should be achieved in this role. It is not intended to include specific tasks, temporary activities or projects. This generic approach in writing overall purpose and accountabilities supports focus on key outputs and flexibility in a changing context. Specific results to deliver each year in your role based on your job profile are listed in your individual objectives. You are required to demonstrate appropriate levels of competence and behaviours against CIPD's values and core competencies. Full details of [our values and competencies](#) are listed on our website.