



Research & Insights Advisor

Cherie Blair Foundation for Women

Job pack, May 2026

Registered Charity No. 1125751.



Cherie Blair
**FOUNDATION
FOR WOMEN**



About us

The Cherie Blair Foundation for Women exists to create a future where women everywhere enjoy equal economic opportunities so they can thrive. Together with partners around the world, we work with women in low and middle income countries so they can start, sustain and grow successful enterprises. We collaborate to create fairer business environments so women are not constrained by gendered barriers and can reach their potential on their terms.

Since 2008, our training and mentoring services have supported 300,000 women to build successful micro, small and medium enterprises in over 100 countries. By blending insights from research, strong partnerships and pioneering technology we open doors for women entrepreneurs to skills, confidence, networks, finance and markets. We press for change to stop millions of women being held back from having the choice and opportunity to thrive.

Our gender transformative approach means women can achieve their own economic objectives. They create a better future for themselves, their families, and their communities. They contribute to thriving, fair economies, and global economic justice.

Ways to get in touch

www.cherieblairfoundation.org
recruitment@cherieblairfoundation.org

+44 (0)20 7724 3109
PO Box 60519, London, W2 7JU

Our team

The Foundation is run by a dedicated team of approx. 20 staff, overseen by a Board of eight trustees. Based in London, we have a global reach, working in collaboration with partners across Africa, the Middle East, Asia, Latin America and the Caribbean.

What we do

The Foundation develops and delivers woman-centred services and initiatives that provide sustainable solutions to the challenges facing women entrepreneurs in low and middle income countries so that many more women are able to start, sustain and grow successful enterprises. We work to effect change through fairer and more inclusive business environments.

Working with partners worldwide we deliver programmes to women that are designed to build knowledge, skills, confidence, networks and access to resources at different stages of their businesses. As a result, women can transform their businesses and their futures. Our delivery partners are entrepreneurship experts who are essential to our work and support us to adapt our programmes to relevant, local contexts.

- Our award-winning mobile business skills app, HerVenture, offers essential business training and support on-the-go, covering topics like launching a business, expanding market access, e-commerce and mobile money, for women at the start-up and early growth stages of entrepreneurship.
- We provide blended learning training to target key business development areas such as business growth, accessing finance and leadership through the “Road to” suite of programmes.
- Our Mentoring Women in Business programme matches women entrepreneurs with a dedicated professional mentor from elsewhere in the world. Using our online platform, they work one-to-one for 12 months to share new perspectives, build new skills and take their businesses to a whole new level.

Carrying out primary research and listening to first-hand experiences of women entrepreneurs is also a vital part of the work we do. We advocate for change to governments, multilateral organisations and corporations in order create more inclusive and fairer business environments.



Our principles

Women entrepreneurs at our heart: Without women entrepreneurs we wouldn't exist, so it is vital we put their experiences, perspectives and passions at the heart of what we do and how we do it.

Feminist first: We proudly follow feminist leadership principles, building an inclusive environment where everyone feels they belong.

Great to work with: We care. We are experts. We always seek to deliver high-quality work and results. We are positive and professional, and always operate with integrity.

Dynamic and entrepreneurial: The essence of entrepreneurship is creativity and innovation. We harness this spirit of courage, embracing opportunities and making bold moves to achieve our mission.

Powered by knowledge: We seek data to understand and share. We nurture a culture of enquiry and positive challenge. We look outward and encourage dialogue and exchange.

Our strategy

We're going to revolutionise business opportunities for more than one million women by 2030.

Our 'Ready for Business' strategy will see us significantly scale up our work to revolutionise business opportunities for one million more women entrepreneurs in low and middle income countries by 2030 and rapidly accelerate progress for women across the world.

With a global community of partners, donors and institutions, we will fight hard to ensure we contribute all we can towards the achievement of Sustainable Development Goal 5 on Gender Equality and Goal 8 on Decent Work and Economic Growth. This ambitious new strategy guides our work from 2023 to 2026, building on the success of our last strategy that saw us support over 100,000 women in just four years.

In order to reach one million women entrepreneurs and support them to start and grow successful businesses and drastically shift business ecosystems so they are fair and inclusive we will:

- Develop and deliver digital, women-centred services.
- Lead awareness raising campaigns to challenge the systems and structures holding women back from success.
- Create a membership community committed to funding our work so that women have the opportunities to fulfil their potential.
- Evolve our organisation to deliver more effective change.

The resilience, drive and ingenuity of the women we work with inspires us to be unstoppable in our commitment to ensuring the economic rights of women everywhere are fulfilled. With this strategy, we believe we have put ourselves in the strongest possible position to achieve this.

Our annual reports

We encourage all applicants to review our latest annual reports to find out more about our impact, our funding and spending. Our latest Impact Report and the Trustees' Report & Accounts can be found on our website:

<https://cherieblairfoundation.org/about-us/annual-reports/>



What we can offer you

- 28 days of annual leave (which includes three that must be taken during the festive break).
- An organisation that values your perspective and voice, with all team members able to contribute to our strategic planning.
- Professional development with a range of skills-building and learning opportunities and an individual training budget of up to £1,000.
- A positive, supportive and collaborative culture. We support teamwork and open communication, with a friendly, relaxed atmosphere where all can thrive.
- Pension (3% employer contribution, 5% employee contribution), life insurance and death in service (3x salary) benefits.

Job description

Role title:	Research & Insights Advisor
Responsible to:	Head of Research & Impact
Location:	Remote or hybrid in London 1 day/week
Salary:	£22,848 [£45,696 FTE equivalent]
Full/part time:	0.5 FTE [based on a 35-hour week]
Term:	12-month fixed-term contract

Purpose of the role

This is a 12-month fixed-term role supporting the delivery of a new multi-country research project on women entrepreneurs' access to finance, alongside selected contributions to the Foundation's wider research portfolio.

The Research & Insights Manager will play a central role in delivering high-quality applied research on women's entrepreneurship, with a particular focus on the UK, Mexico and Vietnam. Working closely with the Head of Research & Impact, the postholder will help ensure that research is methodologically sound, well-managed, clearly analysed and translated into useful insights for funders, policymakers, financial-sector actors and programme teams.

This is a hands-on research role requiring strong quantitative and qualitative skills. The postholder will contribute directly to the design and delivery of research activities, including developing and refining survey instruments, supporting qualitative research design, managing and analysing datasets, reviewing emerging findings and producing clear written outputs. They will help ensure that research tools generate evidence that is accurate, credible and actionable.

The role will also involve coordinating research delivery across internal teams, partners and external consultants. This will include supporting project planning, tracking timelines, reviewing consultant outputs, identifying gaps in research design or analysis, and helping to maintain consistent quality standards across all stages of the project.

The successful candidate will be comfortable both managing research processes and doing the work directly. They will bring strong judgement, attention to detail and the ability to produce high-quality written outputs with limited revision. The role will be critical to ensuring that the Foundation's research is robust, relevant and useful in advancing fairer, more inclusive financial systems for women entrepreneurs.

This role will sit in the Programmes & Impact department, which leads the development and delivery of the Foundation's programmes and services, ensuring they are high quality, evidence-informed and responsive to the needs of women entrepreneurs.

Key Responsibilities

The overall responsibilities of this role are to:

- Lead and support the delivery of high-quality applied research across the Foundation's research & impact functions, ensuring outputs are methodologically robust, clearly communicated and useful for policy engagement, programme design and external positioning.
- Manage internal and externally commissioned research, maintaining high standards of rigour, clarity and usability, with a particular focus on strengthening the Foundation's evidence base on women's entrepreneurship and access to finance.

Specific responsibilities

Research design and delivery

- Support the development of research questions, methodologies and tools aligned to organisational priorities and intended use of findings.
- Design and review survey instruments, interview guides and focus group protocols, ensuring they are unbiased, clearly structured, methodologically sound and contextually appropriate.
- Work with external consultants and partners to oversee delivery, contributing directly where needed to ensure quality, coherence and rigour.

Data analysis, interpretation and outputs

- Collect, clean, validate and analyse quantitative and qualitative data, identifying inconsistencies, errors and gaps.
- Apply strong judgement to findings, ensuring conclusions are evidence-based, appropriately qualified and not overstated.
- Translate evidence into clear, structured outputs, including research reports, briefs, blogs and other materials for internal and external audiences.
- Strengthen drafts by improving clarity, logic, narrative flow, data visualisation and accessibility.
- Support evidence-based recommendations that inform programme design, decision-making and external engagement.

Quality assurance and oversight

- Review research outputs produced by consultants and partners, identifying weaknesses in design, analysis, interpretation or communication.
- Provide clear, actionable feedback and directly strengthen outputs where required.
- Identify risks or gaps in delivery, ensuring final outputs meet agreed standards and require minimal senior-level revision.

Project, consultant and stakeholder management

- Develop and manage research project plans, including timelines, deliverables, dependencies and risks.
- Coordinate inputs from internal teams, consultants and partners across multiple stakeholders and geographies.
- Manage consultant relationships, including setting expectations, reviewing deliverables and ensuring quality and delivery standards are met.
- Support commissioning of externally delivered research components.
- Work with communications and partnerships colleagues to ensure research findings are integrated, shared and used effectively.

Other responsibilities

- Help protect and enhance the Foundation's reputation and promote awareness of its work.
- Uphold the Foundation's values, treating all people with respect, compassion, justice and trust.
- Follow the Foundation's policies and procedures.
- Undertake other responsibilities in line with experience and project requirements.

Person specification

All applicants should already have the right to work in the UK. The Foundation does not offer sponsorship at this time.

Essential criteria

- Significant experience in applied research, including quantitative and qualitative methods, ideally within international development or related fields.
- Demonstrated ability to design high-quality survey instruments and data collection tools independently.
- Proven ability to analyse data and produce accurate, well-structured and insightful outputs.
- Strong critical thinking skills, including the ability to identify bias, flawed logic, weak assumptions and analytical errors.
- Excellent writing skills, with the ability to produce clear, engaging and rigorous content for non-academic audiences.
- Strong end-to-end project management experience, including planning, stakeholder coordination and timely delivery.
- Experience managing consultants, staff or externally commissioned research.
- Strong data visualisation skills, with the ability to communicate insights effectively to different audiences.
- High attention to detail and commitment to quality.
- Ability to work independently, take ownership of deliverables and produce work requiring minimal revision.

Desirable criteria

- Familiarity with research on entrepreneurship, gender, or access to finance.
- Experience working on multi-country or cross-cultural research projects.
- Experience working in or with low- and middle-income countries.
- Understanding of data collection challenges in resource-constrained contexts.

How to apply

To apply, please submit the following documents:

- Covering letter addressing relevant experience for the role (two A4 pages max)
- Current CV (two A4 pages max)
- 1-2 examples of writing, ideally within a research context

Shortlisted candidates will first be asked to complete a short hiring task during the week beginning 29 June. Based on the task outputs, selected candidates will then be invited to interview during the weeks beginning 6 July and 13 July. The task outputs may be discussed as part of the interview.

Please send your application to: recruitment@cherieblairfoundation.org by midnight, 21 June, 2026.

Equality, diversity and accessibility statement

We are an intersectional feminist, anti-racist organisation. We value diversity and welcome applicants of all backgrounds and identities equally, regardless of age, race, ethnicity, gender, sexual orientation, transgender status, disability, religion or belief.

Please inform us if you have any access requirements that you would like us to make reasonable adjustments to accommodate should you be invited to interview.

Job applicant privacy notice

Data controller

The Cherie Blair Foundation for Women, PO Box 60519, London W2 7JU

As part of any recruitment process, the Cherie Blair Foundation for Women (the Foundation) collects and processes personal data relating to job applicants. The Foundation is committed to being transparent about how it collects and uses that data and to meeting its data protection obligations.

What information does the Foundation collect?

The Foundation collects a range of information about you. This includes:

- your name, address and contact details, including email address and telephone number;
- details of your qualifications, skills, experience and employment history;
- information about your current level of remuneration, including benefit entitlements;
- whether or not you are disabled for which the Foundation needs to make reasonable adjustments during the recruitment process;
- information about your entitlement to work in the UK; and
- equal opportunities monitoring information, including information about your ethnic origin, sexual orientation, health and religion or belief.

The Foundation collects this information in a variety of ways. For example, data might be contained in application forms, CVs or resumes, obtained from your passport or other identity documents, or collected through interviews or other forms of assessment.

The Foundation will also collect personal data about you from third parties, such as references supplied by former employers, information from employment background check providers and information from criminal records checks. The Foundation will seek information from third parties only once a job offer to you has been made and will inform you that it is doing so.

Data will be stored in a range of different places, including on your application record, in HR management systems and on other IT systems (including email).

Why does the Foundation process personal data?

The Foundation needs to process data to assess your application during the recruitment process and prior to entering into a contract with you. It also needs to process your data to enter into a contract with you.

In some cases, the Foundation needs to process data to ensure that it is complying with its legal obligations. For example, it is a legal requirement to check a successful applicant's eligibility to work in the UK before employment starts.

The Foundation has a legitimate interest in processing personal data during the recruitment process and for keeping records of the process. Processing data from job applicants allows the Foundation to manage the recruitment process, assess and confirm a candidate's suitability for employment and decide to whom to offer a job. The Foundation may also need to process data from job applicants to respond to and defend against legal claims.

Where the Foundation relies on legitimate interests as a reason for processing data, it has considered whether or not those interests are overridden by the rights and freedoms of employees or workers and has concluded that they are not.

The Foundation processes health information if it needs to make reasonable adjustments to the recruitment process for candidates who have a disability. This is to carry out its obligations and exercise specific rights in relation to employment.

Where the Foundation processes other special categories of data, such as information about ethnic origin, sexual orientation, health or religion or belief, this is for equal opportunities monitoring purposes.

For some roles, the Foundation is obliged to seek information about criminal convictions and offences. Where the Foundation seeks this information, it does so because it is necessary for it to carry out its obligations and exercise specific rights in relation to employment.

The Foundation will not use your data for any purpose other than for recruitment of the job for which you have applied.

How does the Foundation protect data?

The Foundation takes the security of your data seriously. It has internal policies and controls in place to ensure that your data is not lost, accidentally destroyed, misused or disclosed, and is not accessed except by our employees in the proper performance of their duties.

Who has access to data?

Your information will be shared internally for the purposes of the recruitment exercise. This includes members of the HR and recruitment team, interviewers involved in the recruitment process and IT staff if access to the data is necessary for the performance of their roles.

The Foundation will not share your data with third parties, unless your application for employment is successful and it makes you an offer of employment. The Foundation will then share your data with former employers to obtain references for you, employment background check providers to obtain necessary background checks and, if a requirement of the role, with the Disclosure and Barring Service to obtain necessary criminal records checks. The Foundation will not transfer your data outside the European Economic Area.

For how long does the Foundation keep data?

If your application for employment is unsuccessful, the Foundation will hold your data on file for six months after the end of the relevant recruitment process. At the end of that period electronic data is deleted and paper copies destroyed by secure shredding.

If your application for employment is successful, personal data gathered during the recruitment process will be transferred to your personnel file and retained during your employment. The periods for which your data will be held will be provided to you in a new privacy notice.

Your rights

As a data subject, you have a number of rights. You can:

- access and obtain a copy of your data on request;
- require the Foundation to change incorrect or incomplete data;
- require the Foundation to delete or stop processing your data, for example where the data is no longer necessary for the purposes of processing or you withdraw your application for employment;
- object to the processing of your data where the Foundation is relying on its legitimate interests as the legal ground for processing; and
- ask the Foundation to stop processing data for a period if data is inaccurate or there is a dispute about whether or not your interests override the Foundation's legitimate grounds for processing data.

If you would like to exercise any of these rights, please contact enquiries@cherieblairfoundation.org stating 'SUBJECT ACCESS REQUEST'

If you believe that the Foundation has not complied with your data protection rights, you can complain to the Information Commissioner.

What if you do not provide personal data?

You are under no statutory or contractual obligation to provide data to the Foundation during the recruitment process. However, if you do not provide the information, the Foundation may not be able to process your application properly or at all.

Automated decision-making

Recruitment processes are not based on automated decision-making.



Thank you for your interest!



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