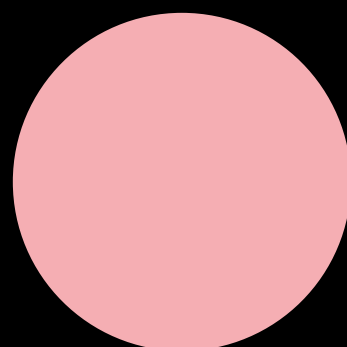
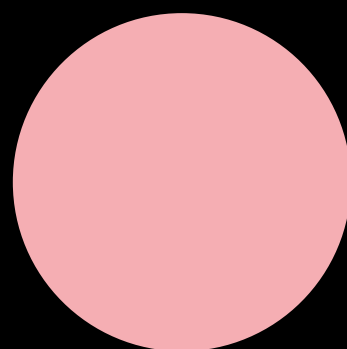


Savanta

**Role Specification:
Associate Director,
Public**



Classified: Private

Location: London (Hybrid, 1-2 days onsite per week)

Business Area: Research, Insight & Consulting (RIC)

Reports to: Director +

About the Role:

Associate Director | Public | London, UK

This position sits within the Public team, focusing on delivering high-quality insights and supporting more senior members of the Public team across a range of clients within the Public, Charity, Higher Education sectors. You will also oversee small to medium-sized client relationships to support the delivery of the vertical delivery target and ongoing pipeline.

As Associate Director, there is a high level of responsibility for delivering high-quality custom research through first-class project-management, delegation, and progression of day-to-day activity while ensuring clients are kept informed and that any project issues are swiftly resolved.

You will be part of a team that strives to make efficiencies, whilst improving the quality of deliverables and looks to increase profitability on an ongoing basis.

This is a hands-on role in the delivery of high-quality Quantitative and Qualitative research projects, applying your knowledge, expertise, and analytical skills to support clients in better decision-making.

In this role you will have responsibility for:

Client Account Management & Delivering Projects:

- Overall: Has day-to-day responsibility for planning and managing a number of projects
- Project Management: Acts as primary contact for client throughout life of projects; Manages expert interviewers, monitoring quality and cost
- Fieldwork: Regularly conducts in-person fieldwork
- Analysis: Runs / leads on analysis on projects; Specs / oversees analysis requirements for Ops, ensuring tab specs are sensible both technically and in generating insight
- Reporting and Delivery: Produces high level reports with summaries and recommendations; Delivers results presentations to clients

New Business & Commercial:

- Play a contributing role alongside the team Head and the senior Public team to develop a clear team growth strategy and vision & purpose for the Global team as a whole.
- Accurately costs projects, finalising Project Costings for large projects for directors
- Show an emerging skillset able to identify opportunities and revenue streams among client accounts, by leveraging technology to ensure sustainable long term partnerships
- Responsible for project profitability
- Accompanies the commercial team to new business meetings, and supports them on calls
- Leads on new business proposals and pitches for small-medium projects
- Contributes to proposal writing for larger pieces of work
- Responsible for a set target net revs pa (pipeline generation and delivery)

People & Team

- Play a supporting role alongside the team lead in developing a high performing Public team, fostering a culture of continuous innovation, client obsession and service excellence.
- Has career management responsibility for junior members of staff and ensures they have appropriate objectives.

- Delivers training on some aspects of market research, and supports with training on core technical skills
- Supervises the work of more junior members of staff on projects.
- Meets company expectations and displays company values.
- Develop & maintain a good working relationship with other team members
- Positively contributes to team meetings and initiatives.
- Acts as a strong team player.

Personal Development / Profile at Savanta:

- Has good knowledge of key industry sectors and is familiar with the key organisations in the relevant sector(s)
- Contribute positively beyond core responsibilities through initiatives like Career Management.
- Embody company values and meet performance expectations.
- Actively own personal development goals and work closely with managers to achieve them.
- Active member of the team and engages in presentations/ discussions in knowledge sharing meetings.
- Raises the profile of the company through writing marketing content for publication, and posting/ sharing content on LinkedIn, social media, etc.

About You

An Associate Director is a senior team member responsible for managing clients, new business, and the personal development of others.

Associate Directors have extensive experience in research and / or consulting and use this experience to improve the businesses efficiency and effectiveness. They take responsibility for new business development, client account performance and the development of new products and approaches to client needs.

Strong Associate Directors are able to deliver entire projects and are also budding Directors who will start to develop and execute large-scale profitable strategies for Savanta.

A tech-first mindset is essential as we pivot from a traditional market research business into a cutting-edge technology-first insights company.