

Job Description

Job Title:	Impact and Business Analyst
Reporting to:	Chief Strategy and Impact Officer
Location:	12th Floor, Tower Wing, Guy's Hospital, Great Maze Pond, London SE1 9RT

The Cell and Gene Therapy Catapult (CGT Catapult) is an independent innovation and technology organisation committed to the advancement of cell and gene therapies with a vision of a thriving industry delivering life changing advanced therapies to the world. Its aim is to create powerful collaborations which overcome challenges to the advancement of the sector.

With over 400 experts covering all aspects of advanced therapies, it applies its unique capabilities and assets, collaborates with academia, industry and healthcare providers to develop new technology and innovation.

The Cell and Gene Therapy Catapult works with Innovate UK.

Purpose of Role:

Funding support from the UK Government, in the form of the CGT Catapult core grant, is a fundamental element of the CGT Catapult operating model. It is essential that CGT Catapult ensures this funding is employed to deliver the optimal impact to our Collaborators, partners, and stakeholders including but not limited to academia, industry, and NHS. CGT Catapult must also, whenever possible, use data-based decisions for development of business cases and its business planning.

The Impact and Business Analyst works with the Chief Strategy and Impact Officer (CSIO) and Senior Impact Manager to understand the nature of Impact that CGT Catapult can deliver. Using a thorough understanding of how the CGT Catapult operating model is configured to deliver this Impact the role develops and manages the data systems used to evidence CGT Catapult performance

In addition, this role will work closely with PMO, Finance, Business Development and the Business Streams to ensure that all activities are appropriate captured and reported to maximise the demonstration of CGT Catapult impact.

Key Accountabilities:

- To fully support the Senior Impact Manager on developing the CGT Catapult approach to Impact and the Evaluation Framework which sets out the identification, tracking and reporting of KPIs and metrics for the company. Supporting the identification, and then leading the set up and management of third-party consultants and service providers required to provide data and insights on the ATMP sector
- Ownership of the company data systems ensuring they are properly configured to accurately and consistent record data, including CRM, Board and PMO systems

- Coordinating with Senior Impact Manager to ensure that any requests from Innovate UK for amendments or additions to monitoring and evaluation are fully considered and where appropriate implemented
- Preparation of KPIs and metrics for the Impact-related sections of the following reports:
 - IUK Monthly Claim Report
 - CGT Catapult Board Papers
 - Innovate UK Quarterly reports
 - The CGT Catapult annual Delivery Plan
- Collation, interpretation and analysis of data relating to KPI and milestone performance
- Researching companies and their products and people in the cell and gene therapy sector to support evidence of Impact for the ATMP market
- Researching industry trends and preparing papers and presentations
- Attending meetings with external collaborators and stakeholders that relate to Impact (this may, at times, involve UK and International travel)
- Working with the Marketing and Communications team to translate Impact KPIs, milestones and metrics into PR opportunities and external reports for CGT Catapult
- Internal engagement with CGT Catapult specialised and experienced business development, finance, project /programme management and IT teams, as well as our technical teams to identify, record and report KPIs
- Ensuring CGT Catapult systems support the measurement and tracking of agreed Impact metric
- Represent CGT Catapult and participation in external meetings, events and forums that relate to Impact

Experience:

- Excellent interpersonal, verbal and written communication skills (including ability to explain complicated information to non-business-related colleagues)
- Able to take initiative and work independently; sense of urgency in completing assigned tasks
- Flexibility towards work assignments and new learning
- Ability to manage multiple and varied tasks and prioritize workload with attention to detail
- At least one year's experience within a fast-moving business environment / professional services environment
- Work experience in an analytical or research role is desirable but not essential
- Experience and knowledge using data visualization tools Power BI, Tableau etc. (Desirable)

Knowledge / Skills / Competencies:

- Highly motivated, pragmatic, and practical to support the mission of the Cell and Gene Therapy Catapult to accelerate the development of a commercial cell and gene-based therapy industry in the UK
- High-level interpersonal, communication (oral and written) skills and emotional intelligence
- A "roll your sleeves up" hands-on attitude towards varying work assignments
- Resilient, with the ability to manage multiple and varied tasks and prioritise workload within a fast-paced professional environment, with a strong attention to detail
- Flexible and pragmatic, able to learn quickly and respond flexibly to project needs and priorities
- A good team player with a hands-on approach, and adaptable to new challenges
- Experience of standard Microsoft packages
- Flexibility towards work assignments and new learning

- Ambitious, collaborative, driven
- Ability to work well under pressure, to work independently and to be able to take the initiative when completing tasks
- Comfortable operating autonomously once goals and objectives are set
- A positive attitude towards learning, personal and professional development
- Keeps up to date with professional knowledge, expertise and best practice
- Willingness to travel to CGT Catapult locations, with occasional travel nationally and internationally as required
- Highly methodical and organised, including time-management skills and changing priorities
- Able to evaluate complex situations and find solutions for them in a professional manner
- Curious and eager to learn with strong ability for analytical problem solving
- Able to take initiative and work independently; sense of urgency in completing assigned tasks
- Accurate with a strong focus on attention to detail
- High commercial awareness and acumen
- Ability to work both reactively and pro-actively
- Proven ability to engage constructively with colleagues at all levels across different departments to deliver objectives and to respond to a wide range of customer and management needs
- Excellent track record of successful personnel leadership
- Strong influencing and leadership skills
- Experience of motivating and developing teams
- Having current and up to date professional knowledge, expertise and best practice
- Ability to quickly establish credibility and build rapport and trust
- Desire to establish a high-profile career within cell and gene sector and the personal drive to help push the sector to be a commercial success

Education / Qualifications

- Minimum 2:1 university degree, in either an analytical subject or a subject requiring strong writing skills
- Evidence of extracurricular development and activity

CGT Catapult is committed to providing an equal, diverse, and inclusive work environment where everyone's contributions are valued. We celebrate differences, empower, and inspire everyone, because when everyone is included, everyone wins. In 2024, we received bronze accreditation from Inclusive Employers.