**Analytical Volunteer Programme:**

**Analyst application form**

The Analytical Volunteer Programme (AVP) aims to arrange short placements (up to 5 days) for analytical staff (statisticians, economists, social researchers, operational researchers, data scientists) working in government departments to provide support to voluntary sector organisations. This is an excellent opportunity for voluntary sector organisations to benefit from the analytical expertise within government, while also providing valuable development opportunities for analysts and helping to build stronger links between the government and the volunteer sector.

**Applications are open from 2nd November until 24th November 2017.**

To help us match your needs with a suitable organisation please answer the questions below as best you can. If we are able to find a suitable placement for you we will share this information with the organisation.

The list of placements available this year is available [here](https://docs.google.com/spreadsheets/d/e/2PACX-1vShy-o_NdiuakUzaods9SlK1CyMC0iJCNTxha43NS2kGpEmKh9hX2bZAmEZf17K5SwYO5MN6rVa5vTG/pub?output=xlsx).

If you need any advice about how to fill in any of this application please see the related [FAQ document](https://gss.civilservice.gov.uk/wp-content/uploads/2014/09/FAQs-for-Analysts.pdf) or contact [our inbox](mailto:analyticalvolunteer@gmail.com).

**Please complete all three sections of this application form.**

**Section 1 - Applicant details**

|  |
| --- |
| Name:  Department:  Email address:  Contact Number:  Current Grade: |

1. Which analytical profession(s) do you align yourself with?

|  |  |
| --- | --- |
| GSG |  |
| GORS |  |
| GSR |  |
| GES |  |
| None of these |  |

1. What is your current role?
2. How many years have you been a member of your analytical profession

|  |  |
| --- | --- |
| Less than 1 year |  |
| 1-3 years |  |
| 3-5 years |  |
| 5-10 years |  |
| 10+ years |  |

**Section 2 - Application details**

1. What analytical skills would you be able to offer a voluntary sector organisation? (Tick all that apply)

|  |  |
| --- | --- |
| Identifying / collecting data   * Identifying existing and available data about a particular topic and showing the organisation how to use this information |  |
| Using / analysing / interpreting data   * Analysing data on a particular topic and interpreting the trends and patterns in the data |  |
| Presenting data / data visualisation   * Creating graphs, tables or charts for reports or presentations to allow users to easily interpret data |  |
| Evaluating impact   * Using financial and other data sources to assess service impacts, including cost/benefit analysis |  |
| Research / analytical advice   * Providing advice on how the organisation can collect information within its available resources |  |
| Data management   * Creating an efficient data storage solution while ensuring data is recorded and validated correctly |  |
| Survey design, management and/or analysis   * Creating a survey to gather data from a specific audience, and ensuring adequate coverage and response rates |  |
| Strategic planning and options appraisal   * Applying analytical methods to make better decisions |  |
| Cost-benefit analysis / Value for money assessments   * Appraising investments to find the most best option where benefits outweigh the costs |  |
| Scoping advice on Economic Impact Analysis   * Talking through the process, identifying the issues for monitoring and evaluating the impact of a project, policy or programme on the economy |  |

1. What are your aims from being involved in the AVP? (This might be development of specific skills, experience or knowledge.)
2. Are there any specific topics or policy areas that you would like to be involved with? (Health, children’s services, animal welfare etc)
3. Which software packages are you proficient working with? (Select all that apply)

|  |  |
| --- | --- |
| Microsoft Excel |  |
| Microsoft Access |  |
| SAS |  |
| SAS E-Guide |  |
| SPSS |  |
| STATA |  |
| R |  |
| GIS (Geographic Information Systems) |  |
| Tableau |  |
| JavaScript |  |
| Python |  |
| Business Objects |  |
| Others (please specify) |  |

1. How many days are you able to spend on a placement? Up to:

|  |  |
| --- | --- |
| 1 day |  |
| 2 days |  |
| 3 days |  |
| 4 days |  |
| 5 days |  |

1. Would you prefer these days to be spent:

|  |  |
| --- | --- |
| Consecutively, in one block |  |
| Split over a longer period of time |  |
| No preference |  |

1. Are there any dates that are not suitable for your placement?
2. Are there any geographical restrictions on the location of your placement?
3. Are there any other factors to consider when allocating you a project? (for example: interests & experience/ working pattern/ individual needs)
4. How did you hear about this scheme?

|  |  |
| --- | --- |
| GSS Conference |  |
| GSS Website |  |
| GSS Newsletter |  |
| Word of mouth |  |
| Email |  |
| Twitter |  |
| Participated in the scheme last year |  |
| Other (please specify) |  |

**Section 3 – Preferences**

Please review the list of placements [available](https://docs.google.com/spreadsheets/d/e/2PACX-1vShy-o_NdiuakUzaods9SlK1CyMC0iJCNTxha43NS2kGpEmKh9hX2bZAmEZf17K5SwYO5MN6rVa5vTG/pub?output=xlsx) and list up to 5 choices in order of preference.

|  |  |  |
| --- | --- | --- |
|  | **JOB ID** | **Name of Voluntary Organisation** |
| **1** |  |  |
| **2** |  |  |
| **3** |  |  |
| **4** |  |  |
| **5** |  |  |

Please note that you may not necessarily be assigned one of these.

Thank you for your application, we aim to be in touch by mid-December to let you know if you have been successfully placed with an organisation. Further information on the scheme including FAQs and previous case studies can be found on the [GSS website](https://gss.civilservice.gov.uk/careers/analytical-volunteer-programme-avp/analytical-volunteer-programme-case-studies/).

If you have any questions, please contact: [analyticalvolunteer@gmail.com](mailto:analyticalvolunteer@gmail.com)