

## Job Description

**Job title:** Data Investigations Advisor

**Reporting to:** Data Lead

**Location:** London

### About the role

We're looking for an outstanding early-career data journalist who is interested in working on investigations that make a difference.

You'll be working within a team of four made up of programmers and investigators to produce data-driven investigations highlighting environmental abuses and the financial and power structures that enable them.

The work will be varied with lots of opportunities to build new skills. You'll work closely with our six campaign teams to develop investigative leads and gather evidence using a broad range of digital sources, including land records, satellite imagery and social media data.

### Key responsibilities and Accountabilities

#### Research

- Undertaking open-source research briefs developed by campaign teams. This will involve trawling public records, social media and the deep web for information.
- Request data directly from public bodies using freedom of information requests.
- Compile the information you collect in databases and spreadsheets so that it can be the basis for further development and analysis by yourself and the teams you are assigned to work with. As this data will often be messy, you will also be responsible for cleaning this data and getting it ready for analysis.
- The transcription of public records that can't easily be made machine-readable using automated tools like OCR.

#### Reports



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- You'll help to prepare articles and reports when it comes to publication by creating visualisations in DataWrapper and laying out stories in our print templates and CMS.

### **Training**

- You'll also be responsible for helping your colleagues outside of the Data Investigations Team keep abreast of data journalism and OSINT skills that help to enhance their research.
- You'll run regular training sessions on some of the fundamentals of data and digital research such as how to use Excel, how to find old versions of websites and how to use Google advanced search.

### **Other**

- Managing a small number of tools that Global Witness uses internally for working with data — primarily maintaining data quality, helping to add and remove users and writing and updating documentation;
- Providing web-based open-source research to campaign teams;
- Preparing Data Investigations Team outputs for publication;
- Building data visualisations for reports, articles and blog posts;
- Running data journalism and OSINT training for Global Witness staff;
- Maintaining a core set of resources for the organisation.

There will be opportunities for developing your technical data journalism skills — such as web scraping — within this role and we're looking for a candidate who would relish the challenge and has perhaps already started to learn to code.

### **Ways of working and collaborating**

- Displays the Global Witness values of courage, inclusion and belonging, kindness and collaboration in all interactions internally and externally
- Creates and contributes to a working environment of positive relationships, working collaboratively and in partnership with a broad and diverse range of internal and external allies and partners
- Makes a positive contribution to the wider organisation by playing an active role in organisation-wide working groups and meetings.



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- Demonstrates an active commitment to creating an inclusive and diverse workplace;
- Works within Global Witness's policies, processes and procedures at all times.

### **Team working**

- Works openly and co-operatively with other team members, supporting as necessary
- Communicates effectively with other team members
- Responds to challenge, explores new ideas and takes initiatives in all aspects of teamwork
- Supports other members of the Data team as necessary

### **Other**

- Where appropriate, oversees the work of other team members, interns, volunteers or consultants
- Carries out any other duties equal to the skills and responsibilities required for this role as directed by the Data Lead
- This role is based in London

### **Person specification**

To be successful in this role you'll have:

#### *Essential*

- Open-source research skills:
  - Ability to find hard-to-discover information using advanced search engine methods
  - Knowledge of how to find old versions of websites
  - Social media research skills
- Data cleaning — the ability to clean and harmonise data
- Data analysis — excellent Excel skills and the ability to think critically about data
- Data visualisation — comfortable creating charts in Excel and ideally in DataWrapper
- Attention to detail and the ability to spot problems and patterns in datasets and written copy
- Excellent written English and ability to communicate analytical findings clearly
- Passion for picking up new technical data journalism and OSINT skills
- Ability to teach people new technical skills

#### *Desirable*



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- Knowledge of Global Witness' issues, specifically forest-risk commodity supply chains and financing, disinformation on social media and the gas industry
- Experience undertaking investigative research
- Experience maintaining sock-puppet accounts on social media
- Experience analysing and working with data on social media advertising
- Experience using OpenRefine
- Experience using DataWrapper
- Experience using Python or R and comfortable using the command line
- Solid basic statistical knowledge
- Able to embody and model Global Witness values
- Participates in Global Witness' racial justice and broader diversity and inclusion journey
- Displays the ability to reflect on and investigate their own biases and how these show up in their work
- Language skills especially Portuguese, Spanish, French and Chinese



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