



# Candidate Pack



## **Job Title:** Business Intelligence Analyst

Location: Hybrid Working (based at one of our hubs in Birmingham, Southampton, Cardiff, Belfast, Glasgow, Manchester or London) with travel 6-8 times per annum.

We operate a flexible, hybrid working approach, working from home with 1 day a week from a non-home location (adjusted accordingly for part time hours)

Contract type: two year fixed term contract, part time - 30 hours per week

Salary: £40,000 - £45,000 FTE (actual £32,000 - £36,000) dependent on skills and experience

# About us

At Money Ready (formerly MyBnk), we empower people with the knowledge and confidence to take charge of their financial futures. We teach practical money management skills through impactful financial education programmes - from budgeting and saving to investing.

Across all four UK nations, our team shares a passion for financial inclusion and a culture of innovation, inclusivity, and collaboration. If you're looking to make a meaningful difference while growing both personally and professionally, Money Ready could be the perfect fit for you.



# Our vision

A financially fluent population.

# Our mission

We bring the language of finance to life so that everyone can navigate their money with confidence, no matter where they start.



# Our values

Young at heart, serious in intent.

Stories are the best means of education.

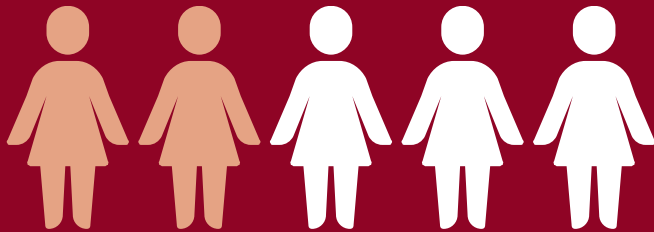
We live in the real world.

These values underpin all that we do - shaping how we support young people and adults, collaborate as colleagues, and deliver work that has lasting impact. Working at Money Ready means contributing to something meaningful, in an organisation that values both purpose and people.



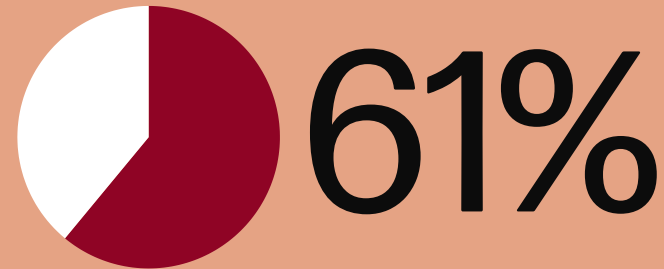
# The need

Poor financial literacy is central to many problems people face today, including rising mental health issues, homelessness and unemployment. We're here to change that.



Only 40% of young people aged 16-24 feel confident managing their money, compared to 82% of over-64s.

Source: Financial Literacy and Entrepreneurial Skills, 2024, Money Ready & Visa



of young people do not recall receiving any financial education in school.

Source: Compare the Market and Money Ready, 2023

# Our work across the UK

Money Ready continues to grow its national presence, delivering financial education across all four nations of the UK.

From rural Scotland to the south coast of England, and from communities across Wales to towns in Northern Ireland, our dedicated regional teams deliver in-person sessions tailored to local needs, alongside virtual options where appropriate.

During the 2024–25 academic year, we supported over 58,000 individuals through our engaging and accessible financial education programmes - empowering people to build brighter financial futures.





# Our strategy

Our 2024-2027 strategy 'Money: A Language for Life' outlines four strategic pillars:



Building habits



Expanding reach



Increased accessibility



Tackling inequality



Click or scan here

# The role

Money Ready is seeking an innovative Business Intelligence Analyst to lead our data transformation journey. This is a newly created role offering the opportunity to shape how we leverage data for mission-driven impact. You'll be responsible for designing and implementing BI solutions that enable data-driven decision-making across the organisation, from programme delivery to board-level reporting.

This isn't a typical BI role with predefined projects and established processes. You'll have genuine ownership to shape Money Ready's data capabilities from the ground up. If you're excited by the prospect of building something meaningful, having real impact on an organisation's trajectory, and leading Money Ready towards becoming a truly data-driven operation, this role offers that rare opportunity.



# Key responsibilities:

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## Dashboard & Report Development

- Extract, transform, and load data into BI systems
- Design and build self-service Power BI dashboards for internal teams across fundraising, opportunity management, income tracking, and program delivery
- Develop impact reporting solutions for external stakeholders including funders and partners
- Build reporting solutions that support board-level reporting with clear, actionable insights
- Create and develop solutions to track KPIs and progress towards organisational business plans, including recommendations on systems changes that enable effective internal reporting

# Key responsibilities:

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## Strategic Leadership & Collaboration

- Consult and collaborate with internal teams to understand their needs and translate business objectives into analytical requirements and reporting solutions
- Interpret complex data and communicate findings to diverse stakeholders in accessible language
- Independently lead BI projects from conception through delivery, managing multiple priorities and timelines effectively
- Act as the organisation's expert on BI reporting and analytics, advise and guide colleagues on BI reporting implementation
- Ensure data and reporting needs are represented in future projects
- Promote a culture of data-driven decision-making and drive continuous Improvement in how we collect, analyse, and use data

# Key responsibilities:

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## Data Quality & Governance

- Establish processes to monitor and improve data quality, including regular reports to highlight and address accuracy issues
- Partner with teams to investigate and resolve data issues, identifying whether they stem from process inefficiencies, training gaps, or system limitations
- Ensure data handling complies with data governance frameworks and legal requirements
- Apply advanced analytics to identify trends, opportunities, and areas for improvement

# Person specification:

## **Technical Skills**

- Extensive experience with Microsoft Power BI and Power Query
- Advanced Excel skills including complex formulas, pivot tables, and data modelling
- Strong understanding of data visualisation best practices
- Experience building dashboards and self-service reporting tools
- Knowledge of data governance principles and data quality management
- Ability to apply advanced analytics techniques to business problems

## **Professional Skills**

- Excellent communication skills with ability to translate technical concepts for non-technical audiences
- Strong consulting skills and experience building project briefs collaboratively
- Project management capability with proven ability to lead and deliver independently
- Strategic thinking including structured analysis and logical reasoning
- Exceptional attention to detail and numerical accuracy
- Influential stakeholder management skills

# Person specification:

## **Personal Attributes**

- Proactive and self-motivated individual who takes initiative and thrives working independently
- Commitment to continuous learning and professional development
- Creative problem-solver who finds innovative solutions
- Challenges own performance and seeks ways to improve
- Passionate about using data to drive impact and efficiencies

## **Desirable**

- Salesforce experience or similar CRM platforms
- Experience in the non-profit sector
- Understanding of fundraising and program delivery metrics



# Key responsibilities:

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## **Working across Money Ready**

- Work with colleagues across the country as we continue to develop and grow the organisation.
- Embed yourself into the organisation, recognising that our strategy and business plan are yours to deliver and that our culture is shaped with you and by you.

*This job description outlines the key responsibilities, requirements, and attitudes of the role. It is not an exhaustive list of tasks that need to be completed, and Money Ready reserves the right to reasonably amend or assign other duties as required to meet organisational needs.*

## **Safeguarding Statement**

Money Ready is committed to safeguarding and promoting the welfare of children and adults at risk. Appointment to this role will be subject to satisfactory references and, where appropriate, a criminal record check (DBS, PVG, or AccessNI).



# Benefits



- 25 days per year annual leave, pro rata full time equivalent (plus bank holidays) and scheduled Christmas-New Year break
- Pension scheme
- Income protection insurance
- Death in service insurance
- Cycle to work scheme
- Annual training allowance
- Enhanced maternity, paternity and adoption leave and pay
- Flexible working policy
- Hybrid working policy
- Season ticket loans
- Cash Health plan
- Discretionary Money Ready holidays

# Information session

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There will be an online information session with Ruth Peacegood on 19th November at 10am.

[Click here to sign up.](#)

You're welcome to join the webinar - just make sure to check your settings in advance. If you're unable to attend live, we still encourage you to register, as a recording will be shared with all registrants.

## Important Dates:

- Deadline for applications: 8th of December, 9am
- First round interviews: 12th December
- Second round interviews: 17<sup>th</sup> or 18<sup>th</sup> December - please note there are no alternative dates for the second round interviews.



# How to apply

To apply for this role:

Please submit a CV and supporting statement (max. 2 pages) to [jobs@moneyready.org](mailto:jobs@moneyready.org). Please ensure your statement outlines how you meet the criteria for the role and your interest in Money Ready.

Please note that applications submitted without both a CV and supporting statement will not be considered.

If you require any adjustments throughout the recruitment process or have any questions about the application process, please email: [jobs@moneyready.org](mailto:jobs@moneyready.org)





# Money Ready

Make money make sense

