

# Job Description Manager (OSINT Projects)



**Job Title** / Manager / OSINT Projects

**Location** / London

**Contract Length** / Permanent

**Start Date** / ASAP

**Salary** / £42,000 - £60,000 / Depending on experience

We particularly welcome applications from Black, Asian and minority ethnic, Disabled and LGBTQIA+ candidates who are currently underrepresented in our workforce. We know a diverse workforce will enable us to understand drivers behind CVE and wider online harms in an in-depth way and do better work.

## About the role

Moonshot CVE is currently recruiting a Manager as part of an existing programme of work. In this role, you will be focused on gathering and analysing open-source online data and carrying out aspects of delivery for a specific CVE or online harms project. You will also be expected to work to advance our research methodologies and contribute to business development opportunities.

### Your responsibilities will include:

- Overseeing analysis of diverse forms of data, including OSINT, social media metrics, violent extremist material and data gathered by our in-house specialist software.
- Developing and sharing subject matter expertise related to violent extremism and online harms across the organisation.
- Developing new methodologies to track and challenge violent extremism, misinformation, and other public safety issues.
- Management of projects, including ensuring delivery within agreed timeframes and budgets.
- Managing key relationships with clients, partner organisations and other stakeholders.
- Identification and management of project risks.
- Leading a small to a medium-sized project team.
- Supporting our business development by identifying and applying for funding opportunities, building relationships with clients and partner organisations.

## Requirements

### Essential:

- Professional experience leading projects involving analysis and investigation using open-source research and OSINT methods.
- Relevant professional or research experience in countering violent extremism, serious and organised crime or other online harms.
- Experience managing project teams and client management.
- A strong ability to source, interpret and analyse both quantitative and qualitative data, particularly social media or digital marketing data.
- Demonstrable ability to work under pressure, taking action and getting things done, both in managing your own workload and that of others.
- Inquisitiveness and adaptability, particularly in relation to new technology and the use of social media for research.
- Excellent written, verbal and interpersonal communication skills.
- Willingness to be on-call and work outside regular working hours in response to incidents and relevant events.
- In addition, we require and will check on candidates' eligibility to work in the UK and conduct DBS checks.
- Existing SC clearance or ability to undertake SC clearance.

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## Requirements

### Desirable:

- Experience in quantitative methods for social science and specialist quantitative skills, including open source intelligence tools, data visualization, database management (SQL), Python, Tableau visualization or other data analysis toolsets.
- Fluency in languages other than English, in particular, Arabic.

## About Moonshot CVE

Moonshot CVE is a social enterprise which specialises in disrupting and reducing online harms across the globe. We currently operate in more than 28 countries across different forms of violent extremism, disinformation, and other public safety issues, such as gender-based violence. We use data-proven techniques to ensure our clients respond effectively, and our work ranges from targeted intervention programmes, software development and digital capacity building, to leading global counter-messaging campaigns, and monitoring and evaluation.

### We do this through:

- Finding new ways to reach individuals at risk of involvement in violent extremism and other forms of violence.
- Working across different violent extremist ideologies and public safety issues.
- Collaborating with partners and working for clients including governments, NGOs and private sector organisations from across the globe.
- Building a multifaceted team with a diversity of backgrounds, both professional and academic, including international development, policing, communications, psychology, data science and software engineering.
- Investing in the research and development of new technologies and methodologies to counter extremism, misinformation, and other public safety issues.

## Working at Moonshot CVE

We're growing quickly, have big ambitions, and high expectations of our staff. Our dedication to finding effective responses and leading innovation means that our work environment is fast-paced, dynamic and creative. We match this by offering our staff access to a range of learning and development options, scope to advance personal subject-matter expertise, and opportunities for career progression.

### Our staff say they value:

**Our shared sense of purpose** / working as a team to find new solutions to global challenges.

**Personal development opportunities** / a chance to learn new things and get even better at what you already do.

**Our ideas-driven culture** / opportunities to work with creativity and autonomy whatever your position in our organisation.

**The diversity of thought** / working with staff from a wide range of personal and professional backgrounds.

**Open and collaborative working** / being part of a team who support each other to achieve great results.

## Inclusivity

Moonshot values the diversity of our team, and is committed to ensuring our workplace is inclusive. We are determined to ensure that our applicants and employees receive no less favourable treatment on the grounds of gender, age, disability, religion, belief, sexual orientation, marital status, or race.

We recognise that our staff have different requirements based on their circumstances, and we are committed to providing a workplace that caters for these, including flexible working time to allow for caring responsibilities and remote working arrangements and work space adjustments to accommodate people with disabilities and other health conditions.

## Benefits Package

- Individually tailored training and skills development.
- 30 days' paid annual leave.
- Private healthcare package, including coverage for partners and children.
- Employee Assistance Programme providing access to mental health support.
- Generous maternity and paternity package.

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## Application Process

Please apply for this role here with a CV and cover letter. Your cover letter should not exceed two pages and must answer the following questions:

**What is your experience in leading projects based on analysis using open-source tools and OSINT methods?**

**Do you have existing SC clearance? If not, would you be willing to undertake SC clearance for this role? And have you spent significant periods outside of the UK in the past 5 years?**

Applications without a cover letter will not be considered.

**[Click to apply](#)**