The Gardens Programme Evaluation Intern will support the Programme Lead in the development and evolution of the Gardens Programme which is a pilot in London and the South East. The key part of the role is to gather data and evidence and interpret this information to ascertain if the programme is achieving and meeting its core aims and objectives around National Trust member retention, repeat visitors and all year round gardens using gardens as the main driver (See attached information about the Gardens Programme). The intern will provide assistance to the programme staff in developing performance monitoring plans and creating processes to quantify the measures and evaluation of the programme.

Responsibilities include, but are not limited to:

* Support staff members in setting up systems for the Gardens Programme measures and evaluation
* Assist with the design and development of forms and questionnaires for data collection and analysis at National Trust properties
* Carry out data collection and questionnaire’s’ at National Trust Gardens
* Contribute to data analysis
* Assist with research and writing or editing
* Assist with data management, cleaning, and quality control
* Support the team through various administrative duties
* Produce a document that clarifies findings from research undertaken

Knowledge and Skills Required:

* Demonstrate excellent writing and analytical skills
* Have a high level of computer literacy including Excel
* Have strong organisational skills and attention to detail
* Solid understanding of diverse quantitative and qualitative research methods
* Have an ability to manage diverse activities and to meet deadlines required; flexibility to changing situations and priorities desired.
* Demonstrate initiative and ability to work independently and as a member of a team
* Good interpersonal and communication skills
* Comfortable synthesising and analysing qualitative and quantitative data
* Ability to multi-task and work in collaboration with other departments across the National Trust
* An interest in gardens and or conservation would be great as well