



## Research Associate, West and Central Africa

### 1. ABOUT IH

The Innovative Hub for Research in Africa is an independent laboratory that conducts surveys, studies, research and training across the African continent. Our multidisciplinary team of seasoned African experts, with extensive country experience and top notch skills, is committed to producing quality data based on international standards for evidence-based policies and operational solutions. We provide insights on a myriad of sectors while taking into account cultural and geostrategic contexts as well as local markets' maturity.

IHfRA's goal is to become a privileged partner to stakeholders, namely development agencies, governments, NGOs and the private sector to design solutions to challenging development problems in Africa. For more information, please visit: <http://www.hub4research.com/Home.php>.

### The Position

The Research Associate will gain first-hand experience in an organization undertaking cutting-edge development research. The ideal candidate would be a self-starter whose responsibilities would include: managing critical high-level relationships with project stakeholders, designing survey questionnaires; running pilot exercises; refining study design and surveying instruments; hiring, training, and managing survey teams; checking and analyzing data.

**Apply by:** 12 January, 2019

**Start date:** ASAP

**Duration:** 1 year (renewable)

**Location:** Either Ouagadougou or Kinshasa (with a flexibility to travel to the following countries: Niger, Benin, Liberia, Burundi, Rwanda, and Uganda)

## 2. RESPONSIBILITIES

- Collaborate with the Research Manager/direct supervisor or projects' partners to refine study protocols
- Implement study protocols in the most rigorous and efficient manner
- Collaborate with the Research Manager/direct supervisor or projects' partners on survey design
- Program and pilot existing and future surveys using Survey CTO (a platform built on Open Data Kit) and/or CS Pro
- Conduct data quality control checks, data cleaning and analysis
- Track expenditures and prepare financial reports
- Draft grant summaries and reports
- Hire, train and manage survey teams
- Manage critical high-level relationships with project stakeholders

## 3. QUALIFICATIONS AND SKILLS

- Bachelor's degree in economics, social sciences, public policy, or a related field (required)
- Minimum two years experience in similar position at a research center, a consulting firm or in academics
- Working knowledge of Stata (strongly preferred) or other data analysis software
- Working knowledge of survey programming on ODK, Survey CTO, CS Pro or a similar software (preferred)
- Familiarity with impact evaluation including randomized controlled trials
- Strong organizational skills and ability to manage multiple tasks efficiently
- Excellent attention to detail
- Flexible, self-motivating, and able to solve unexpected problems
- Strong quantitative and data analysis skills
- Excellent written and verbal communication skills in both French and English
- Experience living in a developing country and proficiency in a local African language

## 4. APPLICATION INSTRUCTIONS

Please submit your CV and covering letter that tells us about your expertise and experience and that explains your motivation to work for IHfRA to [ybiotchane@hub4research.com](mailto:ybiotchane@hub4research.com) and [akoulibaly@hub4research.com](mailto:akoulibaly@hub4research.com) by **February 12<sup>th</sup>, 2019**. Applicants must be nationals, or have the right to reside, or must be currently residing in the country in which they are applying.

Emails subject lines should be: Research Associate, West and Central Africa. CVs and cover letters should be sent under RA\_LASTNAME\_FIRSTNAME\_COUNTRY (Country = Country in which you would like to be based).

Given the volume of applications received, only shortlisted candidates will be contacted for an interview.

## **Disclaimers**

IHfRA is an Equal Opportunity Employer that does not discriminate upon age, race, religion, national origin, gender, disability, or any other characteristic protected by the law.