

VACANCY ANNOUNCEMENT: RESEARCH MANAGER – CONSULTANT

UNICEF Summative Evaluation of the UNICEF-WHO Polio & Child Protection Programme for Afghan Children on the Move (CoM)

PROJECT BACKGROUND

Through its 'Afghan Children on the Move – A Framework for Action to Protect Afghan Children' framework, UNICEF Afghanistan has, since 2018, been working in coordination with UNICEF Afghanistan and the WHO Afghanistan to support such a protective environment – including on the polio front. As the project is due to come to a close in April 2024, UNICEF has called for a summative evaluation of its implementation. This summative evaluation for the UNICEF-WHO Polio & Child Protection Programme for Afghan Children on the Move (CoM) covers the implementation of two key programme result areas of the period 2018 - 2023 in Afghanistan.

Samuel Hall is currently in the fieldwork phase of the project and is looking for a new Research Manager to take over from the current out-going Research Manager.

Research objectives

The objectives of the summative evaluation are as follows:

- From an accountability perspective, to generate evidence and document the progress towards the attainment of results areas 1 (child protection) and 3 (polio vaccination programme).
- From a coordination and planning perspective, to understand how the programming implementation aligned with other programmes / agencies, potential beneficiaries' needs, community engagement, and future polio eradication campaigns.
- From a learning perspective, to propose lessons learned and recommendations for future programming, including around the planning, implementation, monitoring and coordination of the joint programme.

SCOPE OF WORK (16 days)

This consultancy supports this project for 15 non-consecutive days between 15 January and 31 March 2024. Exact working hours to be agreed on with Samuel Hall to ensure efficient coordination with the team.

DATA COLLECTION (2 days)

- Oversee data collection and provide technical and methodological guidance where required.
- If required, conduct a small number of high-level key informant interviews and support workshops remotely.

ANALYSIS AND REPORTING (14 days)

Data analysis

- Plan analysis approach in conjunction with the SH team and support analysis
- Participate in analysis review discussion with the SH team to agree on report outline and final content.

Report drafting

- Lead the drafting of the report alongside the SH team based on the research questions/framework as in the technical proposal.
- Review sections of the draft report during the drafting process
- Revise full draft of report prior to sharing with the project director.

Report finalisation

- Support the preparation and lead the validation workshop with the client, alongside other team members.
- Incorporate feedback into the draft Report for a finalised submission.

OVERALL RESEARCH MANAGEMENT AND COORDINATION

- Be involved in drafting of all deliverables alongside the other team members.
- Guide the Project Lead and Research Assistant on deliverable drafting.
- Review and revise all deliverables prior to submission to the project director.

DELIVERABLES - Preliminary deadlines

- First Draft Report by 26 February 2024
- Stakeholder validation workshop by 4 March 2024
- Review of finalised report by 18 March 2024

The dates listed are preliminary and subject to finalisation with the client as soon as possible.

Profile of Research Manager

Nature of the Role

The Research Manager is responsible for research projects from both management and content perspectives. Research managers are responsible for producing high-quality field research plans, methodologies and tools, as well as being able to draft, with minimal supervision, all required outputs for a given project. They are also in charge of conducting post-project debriefs, lessons learned and evaluations, to ensure their institutional contribution. Their role is essential to maintaining Samuel Hall research standards - from conceptualisation to delivery - on key themes of priority for the organisation.

Reporting Line: MEAL Pillar Lead

Objective 1 – Research Management and Coordination

- Continue to implement the vision of the project with the Pillar Lead
- Guide the project team to continue to understand and implement the vision.
- Report to the Pillar Lead on a weekly basis
- Advise on and implement recruitment decisions for the project.

Objective 2 – Client Management and Communications

- Responsible for addressing client requests, and problem-solving at critical times and on critical issues such as methods, research content, etc.
- Lead on timely approval of research deliverables
- Responsible for all internal and external communications on the project
- Maintain select relationships in key organizations.

Objective 3 – Research

- Lead on methodology and design as per industry, academic, and SH standards.
- Lead on analysis of and report writing.
- Lead on visualization and presentation
- Review and evaluation of data quality and timeliness of data collection
- Manage mixed methods fieldwork
- Manage, train, and task team members
- Contribute to dissemination strategies and activities

Objective 4 - Business Development, Representation, and Communications

- Represent Samuel Hall at meetings, presentations, conferences and workshops related to this project.
- Contribute to dissemination strategies and activities as agreed with the Pillar Lead.

Vacancy Requirements

Required

- A master's degree in international relations, International Development, Political Science, Public Health or a related field
- A minimum of 6 years of relevant experience in research
- Proven experience in project management, monitoring and evaluation and leading teams
- Proven experience in writing research papers, consultancy reports, evaluation assignments, and policy briefs
- Proven expertise in child protection issues, ideally in Afghanistan.
- Proven expertise in quantitative and qualitative data analysis and tools (for example, R, SPSS, NVIVO)
- Knowledge of key institutional frameworks and stakeholders such as UNICEF or WHO
- Strong presentation skills and ability to build professional relationships.
- Excellent verbal and written skills in English

- Keen attention to detail
- Ability to be patient and to work well within a global team.
- Ability to cope well under pressure, occasionally work irregular hours and meet tight deadlines.

Desirable

- A PhD degree in a relevant field
- Published articles/papers (peer-reviewed)
- Dari, Pashto, and/or additional languages relevant to the research context
- Research experience in Afghanistan

Location	Remote
Position	Research Manager – CONSULTANT
Contract duration	Mid January - end of April
Vacancy closure	Open until filled
Email for submission	careers@samuelhall.org
How to apply	All applicants should send their cover letter and CV in separate PDF files, each labelled: "CL/CV – Full name of Applicant" with the email subject line clearly expressed: "Name – Research Manager - Consultant."

Samuel Hall is an equal opportunities employer. Applicants who do not follow the required format will not be considered. Only selected applicants will be notified, and interviews will be conducted on a rolling basis.