



Vacancy Announcement
Department for International Development
East Africa Research HUB

POSITION: A2 - Research Specialist
SALARY: Kshs 672, 414 per month before tax
DURATION: Initial 18 Months posting with possible extension/permanent post

Background

The Department for International Development (DFID) leads Britain's fight against global poverty, delivering UK aid around the world. Since its creation DFID has helped more than 250 million people lift themselves from poverty and helped 40 million more children to go to primary school. But there is still much to do.

DFID's Research and Evidence Division (RED) leads DFID's work to generate and use evidence to inform its work, and for providing high quality relevant evidence to others. RED aims to: commission high quality, development focused research on key questions in development; support robust evaluation of DFID's programmes; oversee high quality DFID statistics; support efforts to strengthen knowledge systems in developing countries (research, statistics and evidence use); enhance the professional capability of DFID's cadres; and engage actively with policy makers and country offices.

As part of its strategy to support DFID country offices to use evidence and strengthen knowledge systems, RED established the East Africa Research Hub (EARH) in Nairobi in 2013 embedded in the British High Commission. EARH supports i) the generation and use of evidence by DFID eastern Africa country programmes; ii) the development of DFID research programmes that address key regional priorities; iii) research system development in the region and iv) the team engages with wider UK support for science and research in East Africa. The EARH covers Kenya, Tanzania, Ethiopia, Rwanda, Uganda, Somalia, Sudan and South Sudan.

The British High Commission in Nairobi is made up of 12 government departments with over 300 staff working to a common Business Plan to deliver UK security, resilience, prosperity and migration objectives. As such, it is an exemplar of cross-HMG collaboration and partnership where we use the full range of commercial, political, development, diplomatic and security levers to achieve our objectives, underpinned by smart use of ODA resources, including: UK investments through multilateral institutions, Prosperity Fund, Conflict Stability and Stabilisation Fund (CSSF), DFID Centrally Managed Programmes, Development Finance through CDC, Global Funds and Bilateral DFID spending.

Purpose of the Job

You will be an essential part of the East Africa Research Hub working on providing evidence support to DFID country offices and DFID's programme to support research systems development. Your main responsibilities in the first six months will be to manage an ongoing portfolio of research and support, providing maternity cover for EARH's Research

Specialist. This will mean leading a new programme of research on urbanisation and well as a portfolio of ongoing research covering regional growth and country-specific studies for Kenya, Tanzania and Rwanda. You will also lead EARH's engagement with these DFID country offices. In addition you will provide technical advice to DFID's programme of support strengthening research systems in eastern Africa and EARH's engagement with wider UK support for science and research in East Africa. This position is based in Nairobi, Kenya and involves frequent travel in the region and to UK.

We expect our portfolio to have evolved further by end 2017, so we are looking for someone who can be flexible in taking forward one or more areas of their role profile in greater depth. We are committed to make sure the job meets the successful candidate's professional and personal learning goals.

Key accountabilities and responsibilities

As the jobholder you will be expected to:

- Support DFID country offices to identify and address programmatic and policy evidence gaps. This will include drafting concept notes, commissioning and managing research programmes supported by a Fund Manager, manage relationships with researchers and DFID teams, quality assuring research outputs, and supporting research communication and dissemination.
- Provide technical support and guidance to DFID country offices, working closely with the DFID regional Evaluation Adviser, to identify long-term, strategic evidence gaps; understand where to find and use evidence, commission their own research and evidence
- Support RED teams by feeding back key evidence demands from eastern Africa, providing inputs to centrally managed research programmes for the region and in linking DFID's wider research and evidence portfolio in the region to DFID country programmes
- Provide technical advice to DFID's programmes of support for strengthening research systems in Africa
- Work with FCO and other UK government departments on links between DFID's research system strengthening programmes and research with wider UK ODA funded research
- Representing DFID externally and engaging with partners and the wider research community in East Africa.

This post offers an exciting opportunity to help shape how DFID's research programme responds to East African issues. The post offers an opportunity to take responsibility in driving forward a dynamic and effective programme with significant responsibility and potential for innovation.

DFID works closely with research leaders, country governments, regional institutions and other development partners and this job will involve working and coordinating with them in relevant areas. The post-holder(s) will also work with staff from DFID's Research and Evidence Division, Africa Regional Department, and country offices in eastern Africa. Building a strong network within DFID, HMG and externally will be key to the success of your role.

Job Specification

We are looking for someone with a strong technical knowledge of research design, commissioning and research management to generate policy-relevant evidence in east Africa, linked to a sound understanding of research systems in the region. The successful applicant will be able to demonstrate a strong track record in conducting and managing

research for development policy or programming. Experience in commissioning research and research project management for development impact is highly desirable. Ability to critically appraise research proposals and reports and the strength of the evidence is essential. Preference will be given to candidates who can demonstrate a sound understanding of research systems and at least some regional experience in addition to experience in Kenya.

Candidates will be eager to lead their portfolio in a fast paced and challenging environment and have excellent networking and partnership skills whilst delivering on their objectives. The post holder will need to be adaptable and an excellent team worker. Strong writing and oral communication skills are essential, and the ability to communicate with a wide range of audiences, including within DFID and the academic world. Strong IT skills and an ability to learn DFID systems are a pre-requisite.

The Research Specialist(s) will be expected to hold **a minimum of a Master's degree with a significant research element and practical research experience, and by preference will hold a PhD.**

This is a fixed term position for 18 months subject to medical and security clearances), with an expectation that this will be extended or made permanent. For this post the EARH is open to explore offers of short-term (18 month) secondments from research or innovation organisations for highly qualified applicants seeking a career development opportunity with DFID.

Civil Service Competencies

- Seeing the Big Picture
- Collaborating and Partnering
- Making Effective Decisions
- Delivering at Pace
- Leading and Communicating
- Managing a Service

Technical Competencies

1. Understands and makes appropriate use of research and evaluation concepts and best practice in research design, methods and approaches.
2. Collects and analyses appropriate and relevant evidence, data and information for research from a range of sources, assessing quality, spotting gaps and presenting information in a structured logical and useful way to feed into programme and policy decisions
3. Improves influence and use of research and evidence throughout the research cycle, including communications, dissemination, and high quality advice on evidence uptake, training and guidance to stakeholders.
4. Commissions and manages research and relationships with stakeholders including external partnerships to deliver high quality research and evidence outputs and related objectives on time and to departmental standards.

Selection process: We will use the DFID competency framework for the initial sift. The competencies that will be assessed for this post are set out below. You will need to complete a statement of suitability that covers why you want the post as well as covering these required competencies. The initial sift will be followed up by an interview. The recruitment process may potentially involve a group discussion and/or a written exercise.

DFID is committed to equal opportunities in its staffing policy and does not discriminate on the grounds of race, gender, age, religion, sexual orientation or disability. Selection will be on merit.

Important – HOW TO APPLY!!

- The candidate must complete and send the application form to AfricaHRHubRecruit@DFID.GOV.UK with a copy of their most recent CV. The subject line **MUST** read “**RED004**”.
- Failure to follow the outlined procedure might result in the application not being considered. The closing date for the vacancy is cop on **12 Jan 2018**. If you experience any problems with your application, request the application pack from the same email address listed above.