

Job Description

RESEARCH MANAGER – POPULATION MOVEMENT AND PROTECTION UNIT IN NIGERIA

Reference: 21/NGA/RM02

BACKGROUND ON IMPACT AND REACH

IMPACT Initiatives is a humanitarian NGO, based in Geneva, Switzerland. The organisation manages several initiatives, including the REACH Initiative. The IMPACT team comprises specialists in data collection, management and analysis, GIS and remote sensing. IMPACT was launched at the initiative of ACTED, an international NGO whose headquarter is based in Paris and is present in thirty countries. The two organizations have a strong complementarity formalized in a global partnership, which allows particularly IMPACT to benefit from ACTED's operational support on its fields of intervention.

REACH was born in 2010 as a joint initiative of two International NGOs ([IMPACT Initiatives](#) and [ACTED](#)) and the United Nations Institute for Training and Research (UNITAR) Operational Satellite Applications Programme ([UNOSAT](#)). REACH's **purpose** is to promote and facilitate the development of information products that enhance the humanitarian community's decision making and planning capacity for emergency, reconstruction and development contexts, supporting and working within the framework of the humanitarian reform process. REACH facilitates information management for aid actors through three complementary services: (a) need and situation assessments facilitated by REACH teams; (b) situation analysis using satellite imagery; (c) provision of related database and (web)-mapping facilities and expertise.

ACTED is a French humanitarian NGO, founded in 1993, which supports vulnerable populations, affected by humanitarian crises worldwide. ACTED provides continued support to vulnerable communities by ensuring the sustainability of post-crisis interventions and engaging long-term challenges facing our target populations, in order to break the poverty cycle, foster development and reduce vulnerability to disasters. Their interventions seek to cover the multiple aspects of humanitarian and development crises through a multidisciplinary approach which is both global and local, and adapted to each context. Their 3,300 staff are committed to responding to emergencies worldwide, to supporting recovery and rehabilitation, towards sustainable development.

We are currently looking for a Research Manager to lead our Population Movement and Protection (PMP) Unit in Nigeria.

Department: IMPACT
Position: Research Manager
Contract duration: 12 months
Starting Date: December 1, 2022
Location: Maiduguri, Nigeria

COUNTRY PROFILE

In North East Nigeria (NEN), the ongoing crisis continues to have a profound impact on the population, leading to displacement both within and out of the region and high rates of unmet needs among internally displaced persons. The conflict additionally exacerbates prior unmet needs among non-displaced and host communities. While the primary driver of the conflict remains violent conflict, including ISWAP (Islamic State West Africa Province), JAS (Jama'atu Ahlis Sunna Lidda'awati wal-Jihad) and associated armed opposition groups (AOGs), other underlying factors, such as climate change, poverty, and disease outbreaks, exacerbate need and further complicate aid delivery. Against the backdrop of this

protracted crisis, the humanitarian situation in Northeast Nigeria remains one of the world's most severe. Out of the Northeast's Borno, Adamawa, and Yobe (BAY) state's total population of 13 million people, an estimated 7.9 million are in need of humanitarian assistance.¹ Borno state remains the epicentre of the crisis, containing over 80% of the region's over 2 million internally displaced persons.² Major incidents throughout 2019 have led to continued mass displacements and severely affected the provision of humanitarian assistance in the region.

The sudden influx of arrivals added strain to the existing infrastructure of the humanitarian community, resulting in high rates of unmet needs, overcrowding in camps, and exposure to protection risks for vulnerable groups. The congestion status of the camps has resulted in over 60% of IDPs residing outside of camps within host communities, further complicating service delivery.³ The intensity of needs within Maiduguri and the instability of the security situation in more remote regions has resulted in increased focus on populations in accessible areas; however, populations in the less accessible areas are presumed to have even greater needs.

These hard-to-reach areas are estimated to contain around 971,000 persons.⁴ Very little is known about the specific conditions and needs of the populations living in these areas, but they are presumed to have little mobility, limited essential services, and little or no access to humanitarian aid. The same threats that severely limit the ability of humanitarian actors to conduct thorough assessments also immediately affect the population living in the region. REACH's Humanitarian Situation Monitoring (HSM) assessments in the Hard-to-Reach areas of Borno state have found that people in these inaccessible areas lack of access to basic services including health facilities, access to livelihoods and have decreased access to foods, access to improved water sources and access to humanitarian services.⁵

As an initiative deployed in many vulnerable and crisis-affected countries, IMPACT is deeply concerned by the devastating impact the COVID-19 pandemic may have on the millions of affected people we seek to serve. IMPACT is currently scaling up its programming in response to this pandemic, with the goal of identifying practical ways to inform humanitarian responses in the 20+ countries where we operate, including Nigeria. Since the Covid-19 pandemic outbreak, OCHA has now increased the People in Need (PiN) to 10.6 million due to the COVID-19 pandemic.⁶

As such, the needs for evidenced-based Humanitarian Aid and information on populations in both accessible and inaccessible areas is paramount to a coordinated response. IMPACT has been present in Nigeria since 2017, providing a growing evidence base for humanitarian response planning through sectoral, multi-sectoral and area-based assessments as well as information management services. IMPACT is looking to continue to provide the humanitarian community with relevant and reliable information to strengthen strategic programming and needs-based targeting in Northeast Nigeria.

Project:

The Population Movement and Protection (PMP) Unit focuses on carrying out in-depth analysis on displacement, migration, and return movements as well as community perceptions of and preferences in the response. The unit carries out both longer term research projects as well as ad hoc assessments, and engages externally with both technical and research agencies, and key analysis and working group forums to identify information gaps and provide support in linking data analysis to decision making. REACH's PMP unit strategy follows four main pillars:

1. Identifying and monitoring key drivers, routes and trends of population movement and the challenges faced by populations on the move in Nigeria and improving data quality, availability, and analysis and contextualising complex population movement and mobility patterns– including identifying and filling key information gaps.
2. Increasing data availability and analysis on accountability to affected populations (AAP) and communication and community engagement (CCE) in Nigeria, bridging the gap between the data, analysis and decision making of humanitarian leadership, and working towards the mainstreaming of AAP within the response.
3. Providing contextual insights on the evolving humanitarian situation in Nigeria to nuance REACH analysis and the wider response's understanding of the context to better respond to emerging needs.

¹ OCHA, Humanitarian Needs Overview, 2020

² IOM, Displacement Tracking Matrix, November 2019

³ OCHA, Humanitarian Needs Overview, 2020

⁴ Ibid

⁵ REACH HSM Hard-to-Reach Factsheets, 2020

⁶ Ibid

4. Providing technical inputs and oversight to IMPACT's AGORA Initiative(s) in Nigeria, focusing on an Area-Based Approach (ABA) where IMPACT data serves to directly inform programming in the area of concern.

The RM oversees multiple workstreams that serve to analyse movement and mobility in Nigeria to flag areas of concern where atypical population movement or widespread mobility restrictions are at risk of increasing humanitarian needs and identifying where vulnerable populations are— such as through intentions surveys, area-based assessments (ABAs) in areas of return, and ad hoc rapid needs assessments - which include displacement mapping - following an emergency. Additionally, the PMP RM oversees REACH's AAP and CE workstreams as well as IMPACT's AGORA workstreams.

The PMP Unit's work includes a combination of ad-hoc assessments and deep dive research into better understanding and contextualising movement dynamics, AAP and community perceptions and preferences, and context analysis. Within each workflow, close coordination with the other Unit Managers facilitates the inclusion of population movement and contextual analyses into REACH's other workstreams, as well as mainstreaming AAP principles across the country mission.

REACH's work in the PMP Unit around improving data quality and availability also feeds into strengthening the feedback system between assessments, analysis and decision making through a variety of mechanisms, including information management and decision support systems and working groups of which the PMP Unit is directly providing technical support, such as the Assessment and Analysis Working Group (AAWG), Accountability to Affected Communities and Community Engagement Working Group (AAP/CE WG), the newly developed Durable Solutions Working Group, and other groups that often cross cut the various clusters.

POSITION PROFILE

FUNCTIONS

The Research Manager will be responsible for overseeing the development and strategy of the Population Movement and Protection Unit, under the supervision of the IMPACT (Deputy) Country Coordinator and IMPACT HQ in Geneva. He/she will be responsible for the implementation and completion of the various work streams within the PMP Unit. He/She will be responsible for engaging with partners, supporting in providing population movement, AAP, and contextual analysis, and provide technical support in analysing, reviewing and validating Population Movement and Protection Unit products and research cycles. He/She will be responsible for engagement with analytical forums and workshops, including the Assessment and Analysis Working Group, AAP/CE Working Group, Durable Solutions Working Group and other relevant forums or working groups. He/she will also be responsible for related logistics, partner coordination, reporting, grants management, and finance requirements and will be required to provide input to the strategic development of REACH in the country and region. He/she will also be expected to coordinate and collaborate closely with the IMPACT (Deputy) Country Coordinator and the other heads of units within REACH Nigeria.

Summary

The REACH Research Manager (RM) shall be responsible for:

- Under the guidance of the (Deputy) Country Coordinator, develop the PMP Unit's strategy, engagement and involvement with various technical and coordination forums.
- Oversee all PMP Research Cycles, including reviewing ToRs, methodology notes, tools, products and dissemination strategies.
- Work with key clusters and partner organizations and working groups to understand the various relevant information gaps within Nigeria and identify how the PMP Unit can fill these gaps.
- In collaboration with the Country Coordinator, provide technical support and coordination for the Assessment and Analysis Working Group – including preparing analysis prior to meetings, providing technical support during the meetings, and supporting on post meeting action points.
- Overseeing the ongoing AGORA activities (Response to Resilience in Maiduguri Project) and, in close collaboration with the (Deputy) Country Coordinator and HQ AGORA specialist, support with proposal writing for future AGORA Initiatives.

- Under the guidance of the (Deputy) Country Coordinator, management of grants in the PMP Unit, from initial discussions with donors, conceptualisation of new projects, drafting proposals, regular reporting, and M&E
- With the guidance of the (Deputy) Country Coordinator, oversee the financial management of all grants covering PMP projects and work closely with other RMs who have shared grants.
- Actively advocate for the improving of population movement analysis within REACH products, and using common methodologies, tools and analysis frameworks when analysing quantitative and qualitative population movement data.
- Oversee REACH's engagement in the Accountability to Affected Populations and Community Engagement Working Group (AAP/CE WG) and promote use of REACH's data and analysis to ensure evidence-based decision making around AAP and community engagement.
- Oversee REACH's engagement in the soon to be established Durable Solutions Working Group and promote use of REACH's data and analysis to ensure evidence-based decision making around durable solutions.
- Responsible for overseeing the development of relevant rapid assessments- including assessment design and execution, data collection, and IM best-practices.
- Overseeing of development of ad-hoc displacement and population movement maps and ensuring accurate visualisation of movement flows.
- Provide contextual and technical support and guidance for other REACH Assessment Officers on population movement, protection and AAP/CE.
- Ensuring that assessment strategies and analysis are implemented in a structured and coherent manner in line with project and strategic objectives.
- Ensure the writing and production of timely, accurate and analytically rigorous reports, assessments, and factsheets
- Further development, expansion, and redirection of the PMP existing workstreams as needed to best inform the response.
- In coordination with the (Deputy) Country Coordinator, externally represent REACH with Donors, Partners and the wider Aid Community through clusters and sectoral working groups;
- Coordinate timely and accurate reporting to IMPACT Headquarters.

RESEARCH MANAGEMENT AND COORDINATION

Objective 1: Oversight/Expansion of Population Movement and AAP Research Cycles and Grants

The RM will be responsible for ensuring that all current research cycles are effectively designed and implemented with high quality work and meeting contractual deliverables. The RM will ensure that all ToRs, data collection, analysis, information products, and disseminations meet the quality standards and requirements set by the (Deputy) Country Coordinator and IMPACT HQ. This position also includes direct management of population movement and AAP assessment, data, GIS, and field staff. Furthermore, the RM will work with external partners to ensure that the PMP research cycles remain relevant and useful for informing the humanitarian response and in collaboration with the (Deputy) Country Coordinator and Unit Managers, ensure that Population Movement and Protection Unit RCs are utilised in all appropriate forums.

Objective 2: Oversight/Expansion of AGORA projects in the Nigeria mission

The RM will oversee the continued implementation of IMPACT's work on the *From Response to Resilience in Maiduguri* (R2R) AGORA project, in close coordination with consortium partners. The AGORA project, was initiated to address the longer-term challenges facing the populations in urban Maiduguri with a group of partners. IMPACT's activities consist of a phased approach. The key phases IMPACT leads are: Phase 1: Neighbourhood delineation and the identification of the most vulnerable neighbourhoods in Maiduguri. Phase 2: multi-sectoral needs, vulnerability, and durable solutions assessment in the selected neighbourhoods, using mixed research methods approach. Phase 3: Evaluation of the effectiveness of the consortium partners' R2R activities. IMPACT also can support on the development of Neighbourhood Resilience Plans overviewing selected neighbourhoods' access to aid/development assistance, access to resources and services, infrastructure mapping, as well as the social cohesion, livelihoods etc to help local authorities build a plan for the

neighbourhoods. The RM will ensure timely and high-quality implementation of this project as well as management of the staff working on this project. The RM will also continue to identify new areas of research and key information gaps relevant to the project and work towards operationalizing and promoting the use of the R2R findings to inform analysis and decision making around populations in transition.

Objective 4: Engagement with Assessment and Analysis Working Group (AAWG)

The RM in collaboration with the other Unit Managers, under the supervision of the (Deputy) Country Coordinator, to ensure effective engagement with the AAWG. He/She will ensure that the Population Movement and Protection Unit is able to feed timely and credible information into the AAWG, including insights from population movement assessments, area-based assessments and AAP workstreams, along with overseeing the consolidation of pre-meeting information, trend analysis, and provide technical support during the (bi-)monthly meetings. He/She will also work to ensure the AAWG expands its linkages to relevant decision-making bodies and agencies.

Objective 5: Engagement with relevant external partners

The RM, in close coordination with the IMPACT (Deputy) Country Coordinator and other REACH Unit Managers, is responsible for coordinating cross cutting and in-depth research cycles and information, to support a further integration of population movement analysis. Additionally, He/She will regularly engage with relevant technical agencies or bodies around population movement, protection, and context sensitivity to support and add value to both data collection and analysis.

2. REACH REPORTING

The Research Manager is responsible for overseeing all analysis from each PMP Unit product into IMPACT products such as factsheets, reports and briefs using standard formats. The RM is responsible for following the designated timeline of reports to be submitted to project partners and donors. He/she must oversee the writing of timely and accurate assessment reports and factsheets, ensuring the quality and accuracy of technical information provided as well as the confidentiality and protection of collected information. He/she will ensure that assessment reports contribute to aid coordination and planning and add to the general base of field knowledge in the country for all organisations working in the areas.

He/she will also manage the drafting of donor narrative reports and contribute to the development of financial reports through regular budgetary follow-up.

The RM will also store, organize and disseminate assessments, project documents and best practices among partners and potential partners. He/she will coordinate timely and accurate reporting to IMPACT Headquarters on the research cycles.

3. HR MANAGEMENT

The RM is responsible for day-to-day management of Population Movement and Protection Unit assessment staff, as well as GIS, data, and field staff - both directly and remotely. He/she is expected to guide and direct IMPACT staff and prepare and follow up workplans with each staff member that directly reports to him/her. The RM will be required to take the lead in the recruitment of IMPACT assessment staff in coordination with the ACTED HR Officer. This will include the preparation of ToRs, observation of recruitment procedures by planning recruitment needs in advance and undertaking interviews.

The RM will ensure that all assessment officers and field teams are comprehensively briefed on the objective, expected outputs and that the overall implementation strategy of any given activity is clearly understood. He/she will conduct regular check-ins with staff within the unit, ensure that deliverables are on track, as well as act as the main pastoral focal point for all staff. He/she will ensure that project/field staff are given training and complete all the necessary documentation in line with program requirements set by IMPACT.

4. REPRESENTATION

Representation of IMPACT in cluster and multi-sector meetings/ technical working groups in country and follow up on technical issues identified in cluster meetings in other parts of the country. This specifically will include liaising with external partners to identify potential for data sets to be integrated into existing databases and mapped to support the coordination of the broader humanitarian community.

The RM will further represent IMPACT vis-a-vis current and potential donors and communicate relevant information to the IMPACT Country Coordinator. He/she will participate in inter-NGO meetings and those of UN agencies and any other relevant inter-governmental institutions at the national or provincial level.

More generally, the RM is expected to contribute to the creation of a positive image and overall credibility of the organisation, notably through the application of IMPACT's mandate, ethics, values and standpoint with regards to other actors.

ACCOUNTABILITY TO COMMUNITIES AND BENEFICIARIES

The staff member is responsible for ensuring that all relations with the communities we work are conducted in a respectful and consultative manner. Due attention must be paid to ensuring that communities are adequately consulted and informed about IMPACT programme objectives, activities, beneficiary selection criteria, and methodologies. This is the responsibility of every IMPACT staff member.

REQUIREMENTS

- ❖ Excellent academic qualifications, including a master's degree in a relevant discipline;
- ❖ Excellent analytical skills;
- ❖ At least 3 years' experience working in humanitarian settings required;
- ❖ At least 2 years' experience working on or leading assessments on population movement, displacement, or returns/durable solutions required;
- ❖ Excellent qualitative research design, data collection, and data analysis experience required;
- ❖ Prior team management skills, including remote management;
- ❖ Prior experience with Accountability to Affected Populations (AAP), community engagement (CE), and/or Protection work preferred;
- ❖ Excellent communication and drafting skills for effective reporting and reviewing;
- ❖ Prior knowledge of the region an asset;
- ❖ Working knowledge of ArcGIS an asset;
- ❖ Ability to implement multi-sectoral assessments, both qualitative and quantitative;
- ❖ Familiarity with population movement monitoring/tracking systems preferred;
- ❖ Ability to operate in a cross-cultural environment requiring flexibility;
- ❖ Familiarity with the aid system, and understanding of donor and governmental requirements;
- ❖ Fluency in English required;
- ❖ Ability to operate Microsoft Word, Excel and Project Management Software;
- ❖ Ability to operate Adobe Suite preferred
- ❖ Ability to work independently.
- ❖ Curiosity about population movement flows, forced migration, displacement push and pull factors, and decision-making during displacement.

CONDITIONS

- Salary defined by the IMPACT salary grid; educational level, expertise, hardship, security, and performance are considered for pay bonus
- Additional monthly living allowance

- Free lodging provided at the organisation's guesthouse or housing allowance (depending on contract length and country of assignment)
- Transportation costs covered, including additional return ticket + luggage allowance
- Provision of medical, life, and repatriation insurance + retirement package

HOW TO APPLY

Please send, in English, your cover letter, CV, and three references to jobs@impact-initiatives.org

Ref:

Please indicate the reference in the subject line of your email.

For more information, visit us at <http://www.impact-initiatives.org>