

## ASSESSMENT OFFICER/SENIOR OFFICER/SPECIALIST CROSS-CUTTING UNIT SUPPORT

**Reference: 23/AFG/AS01**

### BACKGROUND ON IMPACT AND REACH

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.

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 with headquarters based in Paris and presence in thirty countries. The two organizations have a strong complementarity formalized in a global partnership, which allows IMPACT to benefit from ACTED's operational support in its fields of intervention.

**We are currently looking for an Assessment Officer / Senior Officer / Specialist to lead cross-cutting inter-sectoral analysis work in Afghanistan.**

**Position:** Assessment Officer / Senior Officer / Specialist (title contingent on level of experience)  
**Contract duration:** 12 months  
**Starting Date:** March 2023  
**Location:** Kabul, Afghanistan or Regional

### COUNTRY PROFILE

IMPACT has been active in Afghanistan since 2016, launching its flagship REACH and AGORA initiatives in 2018. Working across all 34 provinces, including hard-to-reach areas, the Afghanistan team's research supports and facilitates emergency response efforts immediately following conflict or natural disaster as well as more long-term oriented resilience and recovery activities. IMPACT Afghanistan has three research portfolios that focus on programming in each of these areas: one portfolio focuses on inter-sectoral research that feeds directly into emergency humanitarian response, the second works closely with partners and coordinating bodies to improve and increase the sustainability of programs, and the third uses area-based assessments to support longer-term durable solutions in Afghanistan.

While IMPACT has established strong programming around data collection and coordination with the broader humanitarian response, more remains to be done on ensuring that existing data is interpreted, analyzed, and used to improve response objectives. To this end, IMPACT Afghanistan is currently looking for an Assessment Specialist (Analyst) to lead on analysis of specific topics of interest to the response using both internal and external data sources, as well as to build capacity within the larger mission for the use and interpretation of data.

## POSITION PROFILE

The Assessment Officer / Senior Officer / Specialist will be responsible for supporting or overseeing thematic analytical research portfolios that cut across mission research units and for building capacity of IMPACT Afghanistan staff to analyze data and share key analytical findings (portfolio contingent on level of experience). The position will fall under the supervision of the IMPACT Deputy Country Coordinator, the IMPACT Country Coordinator, and IMPACT HQ in Geneva. The candidate should be comfortable representing IMPACT with external humanitarian partners.

This position requires an analytical mind, creativity, independence, and an interest in the Afghanistan context. Candidates should have strong writing and presentation skills and be able to clearly think through and articulate implications of research findings. The position will regularly require looking at data, pulling out relevant findings, writing engaging briefs and factsheets, presenting findings to external audiences with varying amounts of data literacy, and guiding colleagues in how to think more analytically about their own research. Depending on experience, the portfolio may also include support to and / or management of parts of research cycles, including research design, data collection, and analysis.

The Assessment Officer / Senior Officer / Specialist responsibilities include:

### 1. Program Cycle Management

- Understanding key IMPACT Afghanistan research cycles and how this research contributes to strategic response objectives.
- May include managing parts of a research cycle, including oversight of research design, data collection, or analysis.

### 2. Contextual Understanding

- Keeping up to date with the shifting Afghanistan context.

### 3. Technical Skills

- Overseeing development and implementation of analytical workstreams, including use of existing REACH data in thematic briefs, reports, presentations, etc.
- Depending on experience, may include supporting aspects of research cycle including research design, tool development, and data collection.

### 4. Staff Management and Training

- Promotes capacity building across the IMPACT Afghanistan mission related to deepening analytical capacities using existing research (capacity building portfolio will depend on level of experience).

### 5. Coordination

#### a. Internal Coordination

- Interacts autonomously with HQ departments and may serve as mission focal point for particular themes or technical areas;
- Coordinates with research units and teams to move forward or improve aspects of the research cycle;
- Supports the CC, DCC, and RMs with designing, planning, and implementing strategies, and objectives.

#### b. External Coordination

- Leads on external engagement related to analytical research findings as necessary.

The Assessment Officer / Senior Officer / Specialist will maintain the strictest confidentiality on all data collected and related processes. He/she will actively take measures to prevent the unauthorized sharing of any information and data belonging to IMPACT and its partners, or collected during his/her assignment with IMPACT.

## REQUIREMENTS

- Excellent academic qualifications, including a master's degree or equivalent in a relevant discipline (e.g. international studies, development, humanitarian response, data science, political science, etc.);
- 2-4 years of relevant working experience in a humanitarian setting, such as assessments, monitoring and evaluation, research design and analysis, etc.;
- Excellent quantitative and qualitative research data analysis experience required;
- Excellent verbal and written communication and drafting skills for effective reporting required;
- Excellent ability to operate Microsoft Word and Excel required;
- Prior knowledge of the region required;
- Fluency in English required, Dara and / or Pashto an asset;
- Ability to operate Adobe suite an asset;
- Experience with quantitative analysis programs (R, SPSS, Stata, Python) an asset;
- Experience with qualitative analysis programs such as NVivo as asset;
- Prior experience with humanitarian coordination forums an asset;
- Prior experience in Afghanistan an asset;
- Ability to operate in a complex and challenging security environment and willingness to travel.

## 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