

DATA OFFICER

Reference: 23/SDN/DO01

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 a Data Officer in Sudan.

Position:	Data Officer
Contract duration:	12 months
Starting Date:	1 June 2023
Location:	Sudan (initially remotely)

COUNTRY PROFILE

Clashes between the Sudanese Armed Forces (SAF) and the Rapid Support Forces (RSF) erupted in Khartoum on 15 April 2023 and spread quickly across the country. Civilians are fleeing areas affected by fighting in increasing numbers, including to Chad, Egypt and South Sudan. Prices of food, fuel and other basic goods are reportedly skyrocketing, making critical goods unaffordable for many people. Humanitarian organizations are racing to respond to the most pressing needs wherever and whenever feasible.

In this fast-evolving context, IMPACT Initiatives is scaling up its operations in order to inform the emergency response. The first programmatic priorities are to support assessment and analysis coordination, conduct rapid assessments in Sudan and in neighboring countries, as well as critical cash and market research.

POSITION PROFILE

Our team in Sudan is currently seeking a Data Officer (DO) to lead the production of analysis products, including the preparation of research design, support in designing sampling methods, data analysis plans, data collection tools, data cleaning scripts and processes, analysis scripts, analysis outputs and (as relevant) production of web maps and information management systems. Under the line management of the Research Manager, the Data Officer, in close liaison with the assessment teams, engages with partners to promote their participation in data processing, analysis or relevant topics, to maximize the uptake and use of IMPACT/REACH research. When relevant, or managing a project, he/she also ensures an efficient and transparent use of resources required for project implementation. This can include the direct supervision of data and assessment teams during data collection, analysis or output production.

The DO will maintain the strictest confidentiality on all data collected and related processes, ensuring full compliance with IMPACT's data protection policy and SOPs. 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.

In his/her mission, the DO will be hosted by IMPACT's global partner ACTED and will fall under the direct responsibility and management of ACTED's Country Director and his/her delegates for all Administrative, Security, and relevant Logistics and Finance issues. S/he will therefore fully abide by ACTED's Security, Administration, and relevant HR, Logistics and Finance rules and regulations.

RESPONSIBILITIES

The Data Officer's responsibilities include:

- **Research planning and design** through leading on sampling design and in coordination with relevant assessment and GIS staff construct quantitative sample, training on data cleaning and management techniques, and overseeing data analysis set-up (specifically conducted in the R environment);
- **Data management, cleaning and analysis** including monitoring of the accuracy of data collected, cross-checking data collected in the field, maintaining R-based systems of data management and analysis, serving as the focal point for statistical analysis and quantitative reporting, developing cleaning and analysis (descriptive, hypothesis testing, correlation, and regression analyses) scripts in R, and contributing to the automatization of data analysis processes;
- **Developing information products and dashboards** with the collected data; with R, InDesign, PowerBI, and similar software;
- **Providing information management support** to other team members within REACH Sudan, or humanitarian stakeholders;
- Other tasks falling within his/her functions as requested by supervisors.

REQUIREMENTS

- **Academic** Excellent academic qualifications, preferably including a Master's degree in a relevant discipline (Computer or Data Science, Statistics, Social Science, Economics, or related);
- **Research skills** Proficiency and proven experience with research methods, including both quantitative and qualitative research. Excellent analytical skills;
- **Software skills** Advanced knowledge of R, STATA, Python or equivalent statistical software (with a willingness to learn R). Knowledge of ArcGIS or Power Bi an advantage;

- **Statistical skills** Strong statistical and analytical skills including correlation and regression analysis
- **Years of work experience** At least 2 years of relevant working experience. Experience in humanitarian settings highly desirable. Field experience required and ability to operate in complex security environments.
- **Level of independence** Proven ability to work independently;
- **Communication/reporting skills** Excellent communication and drafting skills for effective reporting;
- **Organizational and coordination skills** Strong presentation, and organisational skills;
- **Multi-tasking skills** Ability to multitask with tight deadlines;
- **Cross-cultural work environment** Ability to operate in a cross-cultural environment requiring flexibility;
- **Past experience** working in a conflict affected context is desirable;
- **Language skills** Fluency in English required, fluency in Arabic an asset.

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