Job description

DATA OFFICER (DO)– GLOBAL HUMANITARIAN PLANNING AND PRIORITIZATION UNIT

(Reference: 23/HQ/DO02)

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 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. 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 and GIS. 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, enabling IMPACT to benefit from ACTED's operational support on its fields of intervention.

BACKGROUND ON MULTI-SECTOR NEEDS ASSESSMENT (MSNA)

Grand Bargain signatories required that humanitarian needs assessments be impartial, unbiased, comprehensive, context-sensitive, timely and up to date. This requirement was designed to inform more effective and equitable prioritization of need.

With the financial support from ECHO and USAID's Bureau for Humanitarian Assistance (BHA), and co-funding from other country-based donors, REACH has supported the facilitation of independent, crisis-wide Multi-sectoral Needs Assessments (MSNAs) since 2016 to meet these criteria. MSNAs promote a shift in how humanitarian needs are measured and how response is planned, contributing to a change in the approach to planning, prioritization and decision making, by promoting needs-based, evidence-based and people-cantered decision making. The MSNA is a high visibility assessment, which is coordinated with humanitarian coordination structures and a range of stakeholders across responses to provide an evidence based for yearly humanitarian prioritization and planning.

We are currently looking for a Data Officer to join the Global Humanitarian Planning and Prioritization Unit (HPPU) in HQ.

Department: REACH Global programmes

Title: Data Officer

Contract duration: 12 months

Location: Geneva with travel (up to 20% field deployment)

Starting Date: September 2023

POSITION PROFILE

Under the supervision of the Global Humanitarian Planning and Prioritization unit (HPPU) manager, the DO will lead and support data analysis and visualization within the Research & Development workstream of the HPPU; contributing to inter-sectoral and cross-crisis analyses. His/her primary focus will be on reporting and telling stories to targeted audience, based on the analyzed data. While exploring data, his/her role will incorporate documenting codes and processes and providing key and new visualization practices. The DO will particularly work on innovative ways of analyzing and visualizing MSNA data for context-specific multisectoral or thematic analyses as well as cross-crisis and over-time analyses. The individual fulfilling this role will play a critical function in providing technical, programmatic, and strategic support to a high profile and impactful work stream on the global REACH team.

FUNCTION AND RESPONSABILITIES

The Data officer will:

Support Research & Development on intersectoral analysis and informing global decision makers (80%)

- Provide data analyses, including data cleaning, documenting codes and processes, and passing on key results to the HPPU team members.
- Identify innovative ways of analyzing MSNA data for (1) yearly cross-crisis analyses, (2) multi-year cross-crisis analyses, and (3) thematic or context-specific analyses. This work will primarily be part of the Research & Development workstream of the HPPU, but will allow for working together with other Global programmes such as the Accountability & inclusion Unit.
- Participate to developing storytelling and visualizations for global information products to targeted audience to ensure that key messages are delivered in a coherent and meaningful manner. Media used can be as broad as factsheets, website articles, dashboards, etc;
- Develop guidance on data visualization and data analyses for cross-crisis analyses with a direct purpose of consolidating good practices for the next exercises.
- Contribute to the development of the REACH Humanitarian planning & prioritization strategy through supporting efforts aimed at reviewing past and present research practices, methodologies and deliverables, identifying areas of improvement and outlining practical solutions with respect to data analysis and data visualization.

Country support and engagement (20%)

- Technical support and guidance to REACH MSNA country teams at various stages of the research cycle, including research design and sampling methodologies; data collection planning; data processing, cleaning, and management; quantitative data analysis; and the reporting and dissemination of inter-sectoral findings;
- Ad hoc surge support including country deployment up to 20% - this support may be provided remotely and/or through a field deployment, depending on the extent of support required and the specific needs of the country team.

REQUIREMENTS

- Excellent academic qualifications, preferably including a Master degree in a relevant discipline (data science or data visualization, statistics, econometrics, sociology, economics, etc.);
- Experience of data science. Good data analysis skills.
- Advanced knowledge of R. Knowledge of data visualization tools (Shiny, Power Bi, Tableau, D3.js, etc.) preferred. Knowledge of ArcGIS or other GIS software an advantage.

- Familiarity with the humanitarian system and global humanitarian policy frameworks such as Grand Bargain Participation Revolution, and related policies a plus.
- At least 2 years of relevant working experience;
- Excellent communication and drafting skills for effective reporting;
- Ability to multitask on different projects;
- A self-starter with ability to work independently;
- Ability to operate in a cross-cultural environment requiring flexibility;
- Willingness to engage in short term field deployments, including to complex and challenging security environments
- Fluency in English required; proficiency in French or a second relevant language an asset