

**Job description****REACH Research Manager for the Public Health, FSL and Nutrition unit  
(Ref: 24|SSD|RM01)****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 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.

**We are currently looking for a REACH Research Manager to lead our Public Health unit in South Sudan.**

**Supervisor:** REACH Deputy Country Coordinator

**Title:** REACH Research Manager

**Location:** Juba, South Sudan

**Contract duration:** 12 months

**Start date:** May 2024

**COUNTRY PROFILE**

IMPACT, through REACH, has been implementing programming in South Sudan since 2012 supporting humanitarian decision-making with assessments and information management activities focusing on the needs of displaced, returnees, and conflict-affected populations. Today, data collected and disseminated by REACH aims to provide a baseline for ongoing response planning efforts across South Sudan as well as highlight areas of highest need and concern as crises emerge. Broadly, REACH South Sudan implements assessments across three core pillars:

- *Monitoring of the humanitarian situation in South Sudan through Real Time Monitoring*, through monthly assessments covering over 2,000 settlements in South Sudan; tracking and analyzing large-scale population movement trends including returns and seasonal movements through port and road monitoring; market monitoring including Joint Market Monitoring and WASH market monitoring.

- *Informing Emergency Prioritization in the response through providing direct technical support to humanitarian clusters* through active engagement with coordination bodies, dedicated assessments and information products, and strategic engagement to promote evidence-based understanding and identification of emergency and catastrophic needs in South Sudan; engagement of emergency assessments and tracking of areas of concern.
- *Mainstreaming Accountability to Affected Populations and Conflict Sensitivity*, including through standalone assessments on community priorities relating to humanitarian needs and perceptions of assistance, contextual analysis of the impact of aid on community dynamics; as well as providing a critical AAP and CS lens to all REACH SSD research.

## PROJECT

The Public Health unit informs prioritisation in the response by conducting research focusing primarily on **nutrition, food security and livelihoods, and risk of excess mortality**, as well as by providing direct technical support to humanitarian clusters. The unit carries out monitoring of sectoral and multisectoral needs across the country, as well as frequent ad hoc/rapid assessments, and engages externally with both technical and research agencies, and key analysis and working group forums to identify information gaps and inform evidence-based decision-making by humanitarian stakeholders across the response.

In close coordination with the IMPACT Deputy County Coordinator, Country Coordinator and IMPACT HQ in Geneva, the Research Manager (RM) will be responsible for the management of food security data collection and analysis at the national level and in hot spots identified by the “at-risk tracker” and external analysis frameworks and coordination bodies. The RM also contributes to real-time monitoring workstreams, such as the Needs Analysis Working Group.

The RM will work closely with the Operations Support Manager, to provide comprehensive support to the field teams and crucial understanding of the base locations and operating environment.

The unit regularly engages with both internal and external assessment teams, technical agencies, and key analysis forums to identify information gaps, conduct ad hoc thematic assessments, and provide technical support as needed. To ensure data is directly informing humanitarian response planning, data is shared through formal coordination structures, such as United Nations Office for the Coordination of Humanitarian Affairs (OCHA), the Inter-Cluster Coordination Group (ICCG), relevant clusters (FSL, Health, Nutrition and WASH), and the Integrated Food Security Phase Classification (IPC), with feedback from partners used to triangulate and validate research findings and to inform research design and geographical targeting.

## POSITION PROFILE

IMPACT is seeking an experienced candidate, who has previously managed various teams and implemented projects in a complex humanitarian setting. The candidate should be comfortable representing IMPACT with donors and be able to coordinate and liaise with a range of senior external partners. The Research Manager will be responsible for overseeing the development and strategy of the unit, under the supervision of the IMPACT Deputy Country Coordinator, and IMPACT HQ in Geneva. The position is based in Juba, Central Equatoria, South Sudan, with potential travel to other areas of the country.

The overall goal of the RM will be to ensure the smooth running of activities, and he/she will be responsible for the implementation and completion of the various workstreams within the unit. This will include management of activities, including line-management of (Senior) Assessment Officers, oversight of project implementation,

operational understanding to support the Operations Support Manager in terms of logistics, administration, HR, partner coordination, reporting, grants management, and providing input to the strategic development of REACH in South Sudan.

## RESPONSIBILITIES

### 1. Staff management

- Direct management of international and national assessment team members, including recruitment, appraisals, and capacity building;
- Day-to-day management of the team, including the development of work-plans and performance indicators, and development and implementation of capacity training plans to improve efficiency and performance;
- Conduct regular check-ins with staff within the unit, and promote team building, productivity and staff welfare as the main pastoral focal point for the unit's staff;
- Be available to provide regular support and technical backstopping;
- Take on additional work streams and management responsibilities as well as advise in strategic mission decision-making as a member of the Senior Management Team (SMT) as required, in coordination with the other research managers.

### 2. Management of research cycles

#### 2.1 Assessment preparation and planning

- Ensure that all assessments are planned in-line with relevant project and programme objectives and with REACH research cycle and other relevant guidelines;
- Ensure that all (Senior) Assessment Officers are comprehensively briefed on objectives and expected outputs of research cycles, and that the overall implementation strategy of any given activity is clearly understood;
- Ensure that required secondary data analysis has been conducted in preparation for an assessment;
- For each research cycle, review ToRs before they are sent to HQ for validation and ensure that TORs are validated before data collection begins;
- Support in composing and constructing, in close coordination with GIS and data officers, qualitative and quantitative data collection tools
- Ensure relevant stakeholders and partners are engaged in assessment design and planning, data collection, and management.

#### 2.2 Data collection

- Ensure that enumerators are trained for primary data collection;
- Monitor data collection, ensuring correct implementation in line with agreed ToRs;
- Keep track of progress and delays of all assessments within the unit;
- Ensure regular situation updates on data collection have been produced and circulated to relevant REACH, ACTED and external counterparts. Provide support and follow up on identified challenges during the data collection process;

- Work closely with the Senior Operations Support Manager to ensure logistics, financial, administration, security and HR processes directly related to REACH are appropriately implemented, alongside the relevant ACTED departments;
- In coordination with the ACTED security department, monitor the security situation on the ground and conduct regular check-ins with staff in the field.

## 2.3 Product drafting

- Maintain regular communication with IMPACT HQ on progress and deadlines for written products;
- Ensure the drafting of timely and accurate assessment outputs (i.e. reports, factsheets, etc.) which comply with IMPACT's guidelines and quality standards;
- Review all products before they are sent to IMPACT HQ for validation and ensure that all written products are validated by IMPACT HQ before external release.

## 2.4 Product dissemination and evaluation

- Under supervision of IMPACT HQ, ensure that research products are uploaded in relevant data portals, as specified in Research ToRs;
- Ensure that lessons learned are gathered and documented at the end of each research cycle;
- Under the direction of the Deputy Country Coordinator, engage in the dissemination of research products, including through articles, IMPACT social media contents, targeted e-mails, coordination body presentations, and bilateral meetings, in line with IMPACT Dissemination and External Communication Guidelines and Research ToRs;
- Support in conducting monitoring and evaluation as specified in the research ToRs and in line with IMPACT Guidelines.

## 3. Strategy development and implementation

- Lead on identifying information gaps in line with humanitarian priorities, and identify advocacy and dissemination strategies to strengthen the impact of our work;
- Lead on formalising synergies with other assessment and knowledge management actors, as well as strategic partnerships with key humanitarian stakeholders and decision makers;
- As a member of the Senior Management Team (SMT), contribute to the development and implementation of the REACH South Sudan country strategy;
- Review dissemination strategies to strengthen the impact of the unit's projects.

## 4. External engagement

- Represent REACH/IMPACT in cluster and multi-sector meetings/technical working groups in country, and follow up on technical issues identified in cluster meetings;
- In coordination with the Country Coordinator and Deputy Country Coordinator, present research findings to relevant partners, to enhance their use and impact;
- In coordination with the Country Coordinator and Deputy Country Coordinator, ensure that relevant partners are consulted and involved at all stages of research cycle: the preparation of the assessment; data collection; data analysis; review of research products; product dissemination; and lessons learnt;
- Ensure that external communications with partners and key stakeholders, including UN agencies, local and national government, and NGOs has been conducted and documented as appropriate

- Support the IMPACT Country Coordinator and Deputy Country Coordinator in external engagement on REACH/IMPACT strategy or (when requested and with focal point) for fundraising and grants management.

## 5. Accountability to communities and beneficiaries

The RM is responsible for ensuring that all interactions with South Sudanese communities 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.

## 6. Confidentiality And Data Protection

The Research Manager 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;
- 3-5 years of relevant work experience in a humanitarian setting, such as programme management, research and analysis;
- Previous experience managing large and complex teams in a humanitarian setting required, ideally with experience in a senior management role in an INGO team;
- Experience demonstrating leadership, with a solutions-oriented outlook
- Excellent management, coordination, organisational and planning skills required, including an ability to manage large workloads, oversee multiple teams and effectively meet deadlines, through multi-tasking and prioritisation;
- Experience with external engagement (donors, partners and other key stakeholders) required;
- Familiarity with the humanitarian coordination system required;
- Excellent internal and external communication and drafting skills required for effective report writing;
- Excellent analytical skills required, and an ability to situate findings within a wider context;
- Solution-oriented, flexible, and open-minded, including ability to operate in a cross-cultural environment required;
- Fluency in English required;
- Strong knowledge of Microsoft Word and Excel required;
- Experience in research cycle (design, data collection, analysis and reporting) implementation required.
  - Experience with quantitative research, including mobile data collection (ODK, ONA, KOBO) required;
  - Experience with qualitative research, including focus group discussions and key informant interviews required,
- Knowledge of the Adobe Suite software, particularly Illustrator and InDesign an asset;
- Prior knowledge of the South Sudan context an asset;
- Past experiences with Public Health projects (nutrition, food security, WASH) as well as participation to the IPC FSL or AMN, an asset.

- Experience working and living in challenging environments, especially South Sudan, for extended periods of time an asset;
- Willingness to relocate to South Sudan and being hosted in ACTED guesthouse.

## COMPENSATION AND BENEFITS

- For this position, salary between 3'300 CHF and 3'480 CHF monthly (before income tax), etc as well as a monthly living allowance of 300 USD  
*NB - IMPACT salaries are strictly determined by our salary grid depending on the grade of the position and the level of education of staff. A location-dependent security and/or isolation adjustment is then applied as a recognition that some staff are required to work in difficult places where living and working conditions are much more difficult than elsewhere.*
- Accommodation and food provided in a guesthouse. NB – IMPACT is hosted by ACTED in this country.
- Enrolment in Swiss private pension fund (Swisslife – approx. 9.975% of staff gross salary), health insurance, life insurance and repatriation assistance
- This base is not a family duty station.
- Flight tickets every 6 months & visa fees covered (in-country travel costs and professional expenses are fully covered)
- R&R after 2-3 months (flight ticket up to 500\$ + 200\$ of living allowance) if duty station allows.
- Contribution to the luggage transportation: between 20 and 100 kgs, depending on the length of the contract (+ luggage and personal property insurance)
- Annual leave of 36 days per year. Public holidays of the country of assignment. Family/compassionate leave when applicable.
- Predeparture induction - 3 days at IMPACT Initiatives's HQ in Geneva + one week pre-departure training in ACTED HQ in Paris, including a 4-days in situ security training;
- Enrolment in IMPACT Initiatives Research Foundational Learning Programme within the first 3 months from the start of contract.
- IMPACT prioritizes the psychological safety of its staff and the health insurance provided covers, among others, up to 1000 € per year of psychosocial counselling fees