

# Research Manager for South Sudan

Based in Juba, South Sudan

(Reference: ?)

## What is IMPACT Initiatives?

**OUR AIM:** IMPACT aims to shape practices and influence policies in humanitarian and development settings, in order to positively impact the lives of people and their communities.

Created in 2010, IMPACT is a Geneva-based NGO and the largest independent data provider in contexts of crisis. We aim to support a range of stakeholders in making better, more informed decisions in humanitarian, stabilisation, and development settings. We believe that a key pathway to better planning and decision-making is direct engagement with local communities.

## How do we work?

IMPACT takes an initiative-based approach to structuring our programming. Each initiative has a specific aim, operational model, and portfolio of solutions.

**REACH** strengthens evidence-based humanitarian decision-making through efficient data collection, management, and analysis - before, during, and after an emergency.

**PANDA** improves the impact of humanitarian and development interventions through programme design, assessments, and monitoring & evaluation.

**AGORA** promotes localised and multi-sectoral aid action in support of the recovery and stabilisation of crisis-affected communities, in partnership with local stakeholders

Through our global team of research specialists, on average IMPACT publishes more than 1,700 information products on a yearly basis.

In 2010, IMPACT was launched at the initiative of Acted, an international NGO whose headquarters are based in Paris and is present in thirty countries. The two organizations have a strong complementarity formalized in a global partnership, which particularly allows IMPACT to benefit from Acted's operational support in its fields of intervention.

We are currently looking for a Research Manager to support our South Sudan mission, based in Juba

<b>Position</b>	Research Manager
<b>Contract duration</b>	Until March 2026, with the possibility of extending
<b>Location</b>	Juba, South Sudan
<b>Starting Date</b>	1 July, 2025
<b>Application Deadline</b>	10 June

## 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, returnee, and conflict-affected populations. Today, data collected and disseminated by REACH aims to directly inform ongoing response planning efforts across South Sudan, as well as highlight areas of highest need and concern as crises emerge. REACH South Sudan conducts a wide range of assessments and analysis to support evidence-based humanitarian planning and response. Key areas of focus include:

- **Emergency Prioritisation:** REACH supports the prioritization of life-saving interventions in high-risk areas through emergency assessments, Acute Needs Analysis (ANA), the Emergency Monitoring System (EMS), and by co-chairing the Needs Analysis Working Group (NAWG).
- **Public Health and Nutrition:** To inform both emergency and long-term responses, REACH strengthens the understanding of public health challenges using methodologies such as SMART surveys, Integrated Public Health Risk Assessments (IPHRA), food security and livelihoods (FSL) assessments, and in-depth analyses. REACH also actively contributes to IPC Acute Malnutrition and Acute Food Insecurity analyses.
- **Cash and Markets and Ad-hoc Research:** This includes regular initiatives like the monthly Joint Market Monitoring Initiative (JMMI), as well as a variety of ad-hoc research activities. These encompass area-based assessments, county profiles, third-party monitoring, and other tailored studies as needed.

To ensure that research findings meaningfully inform humanitarian response planning, REACH shares data through formal coordination platforms, including the Inter-Cluster Coordination Group (ICCG), the South Sudan Cash Working Group (CWG), the Accountability to Affected Populations (AAP) Working Group, and the Humanitarian Donor Group, among others. Partner feedback is actively integrated to validate and triangulate findings, as well as to guide research design and geographic targeting.

## FUNCTIONS

IMPACT is seeking an experienced candidate, who has previously managed various teams and implemented projects in a complex humanitarian setting. The Research Manager will be responsible for overseeing the implementation, development, and strategy of the entire research portfolio of the South Sudan office, under the supervision of the IMPACT Country Representative, and IMPACT HQ in Geneva. The candidate should be comfortable representing IMPACT with donors and be able to coordinate and liaise with a range of senior external partners. This position requires a profile that can be both analytical and managerial, as the Research Manager's job can range from coordinating with external partners (whether data actor, humanitarian cluster, or donor) to analytical oversight of research products.

## RESPONSIBILITIES

The Research Manager's responsibilities include the following:

### 1. Staff management

- Direct management of international and national assessment, data, or GIS team members, including recruitment, appraisals, and capacity building;
- Day-to-day management of research 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 research staff;
- 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.

### 2. Management of research cycles

- Assessment planning and preparation
  - Ensure that all assessments are planned in-line with relevant project and programme objectives, adhering to 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;
- Ensure relevant stakeholders and partners are engaged in assessment design and planning, data collection, and management.
- Data collection
  - Monitor data collection, ensuring correct implementation in line with agreed ToRs;
  - Keep track of progress and delays of all assigned assessments throughout the research cycle;
  - Ensure regular situation updates on data collection have been produced and circulated to relevant stakeholders. Provide support and follow up on identified challenges during the data collection process;
  - Work closely with the Operations Support Manager to ensure logistics, finance, administration, security and HR processes directly related to REACH are appropriately implemented, alongside the relevant Acted departments.
- Analysis and product drafting
  - Ensure assessment staff 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.), complying with IMPACT's guidelines and quality standards;
  - Review all research products before they are sent to IMPACT HQ for validation and ensure that all written products are validated by IMPACT HQ before external release.
- Dissemination
  - Under supervision of IMPACT HQ, ensure that research products are uploaded in relevant data portals, as specified in Research ToRs;
  - Under the direction of the Country Representative, engage in the dissemination of research products, including emails, presentations to coordination bodies, and bilateral meetings, such as to donors;

- Support the Country Representative to conduct monitoring and evaluation as specified in the research ToRs and in line with IMPACT Guidelines.

### **3. Strategy development and implementation**

- With the Country Representative, identify 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.

### **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 Representative, present research findings to relevant partners, to enhance their use and impact;
- 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 Representative in external engagement on REACH/IMPACT strategy or (when requested and with focal point) for fundraising and grants management.

### **5. Data Protection and Accountability**

- Uphold strict confidentiality of all data collected and engage with communities respectfully, ensuring awareness of program objectives and methods. The RM is responsible for ensuring that all interactions with crisis-affected populations 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

**Academic:** Excellent academic qualifications, including a Master's degree in a relevant discipline (International Relations, Political Sciences, Social Research, Development Studies, or similar).

**Management experience:** Previous experience in a management role in an INGO at field level. Track record in successful management of international and national teams in humanitarian contexts.

**Familiarity with aid system:** Familiarity with the aid system, and the research community.

**Communication/reporting skills:** Excellent communication and drafting skills for effective reporting, including proven experience in contributing to high level presentations/briefings. Advanced English writing skills required.

**Years of work experience:** At least 3-5 years of relevant working experience.

**Research skills:** Experience in assessments. M&E, field research, evaluations an asset.

**Multi-tasking skills:** Ability to multitask with tight deadlines in complex environment.

**Level of independence:** A self-starter with a proven ability to work independently.

**Cross-cultural work environment:** Ability to operate in a cross-cultural environment.

**Language skills:** Fluency in English required.

**Security environment:** Ability to operate in a complex and challenging security environment. Willingness to relocate to South Sudan and live in the organisation's guesthouse. Experience working and living in challenging environments, especially South Sudan, for extended periods of time an asset.

## COMPENSATION AND BENEFITS

- For this position, salary between 3'240 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 hardship places where living and working conditions are much more difficult than elsewhere.*

- Accommodation provided in Acted guesthouse, as well as monthly food allowance
- Private pension fund, health insurance, and repatriation assistance (& unemployment insurance for EU citizens)
- This is not a family duty station
- Flight tickets every 6 months & visa fees covered
- R&R after 3 months in country (flight ticket up to 500\$ + 200\$ of living allowance)
- Contribution to the luggage transportation: between 23kg and 100kg, depending on the length of the contract
- Annual leave of 36 days per year
- Predeparture induction - 3 days at IMPACT Initiatives' HQ in Geneva + one week pre-departure training in ACTED HQ in Paris, including a 4-days in situ security training Tax advice (free 30-minute call with a tax consultant)
- Enrolment in IMPACT Initiatives Research Foundational Learning Programme within the first 3 months from the start of contract.
- IMPACT and ACTED prioritize the psychological safety of its staff and the health insurance provided covers, among others, up to 1000 € per year of psychosocial counselling fees.