

Innovations for Poverty Action (IPA)

Position: Gender Researcher and Policy Advisor, Rwanda

- **Location:** Kigali, Rwanda
- **Deadline to apply:** 30th November , applications will be reviewed on a rolling basis
- **Length of Commitment:** 1-year renewable
- **Desired start date:** ASAP
- **Reports to:** Chief Gender Monitor
- **Job level:** C-2

Gender Researcher and Policy Advisor, IPA Rwanda- Embedded at Gender Monitoring Office

Innovations for Poverty Action (IPA) Rwanda in collaboration with the Gender Monitoring Office (GMO), is seeking a Gender Researcher and Policy Advisor to work with GMO to undertake strategic and technical lead in gender data collection and management, and policy analysis to support gender accountability work in Rwanda.

The candidate will be recruited through the Embedded Evidence Lab to be housed within GMO supported by IPA Rwanda. This Lab draws on and catalyzes investments in, the increasingly rich array of gender datasets available within Rwanda's Gender ecosystem. It aims to support the enhancement of gender data infrastructure, as well as capacity development for data-driven policymaking within GMO and its collaborative agencies.

Position Overview

The Gender Researcher and Policy Advisor will be embedded in the Gender Monitoring Office. His or her role will involve strategic collaboration and technical support, including creating awareness and supporting streamlining of dataflows to and within the agency, equipping decision-makers and key stakeholders with the necessary data for decision-making, and highlighting gaps and advising on necessary actions. The position holder will offer GMO's management insights on informing policy, planning, and decision-making processes through research, strategic advocacy, and capacity-building.

This role will be supported by a technical team of IPA staff members, and other academics.

Roles and Responsibilities

- Support the development and implementation of strategies to build the data infrastructure and personnel capacity for the evaluation of government policies across the NST sectors.
- Support the development of gender high-quality policy briefs in selected sectors and advise on their dissemination strategies.
- Coordinate activities with GMO to meet the data needs in support of policy implementation and analysis.
- Support timely descriptive work and forecasting of gender inputs and outcomes.
- Support the high monitoring Council and the Executive Secretariat on data diagnostic including developing tools for exploring and cleaning data from the Gender Management Information System.
- Collaborate with the GMIS both at GMO and in other relevant government institutions teams to support the system-strengthening process.
- Communicate findings of analyses to key stakeholders in GMO and the broader policy community and provide technical assistance to use findings to inform policy and program implementation.

- Support GMO in the identification and implementation of evidence-based best practices across other goals, as mutually agreed upon.
- Establish formal structures for the embedded evidence lab.
- Conduct host institution staff capacity building.
- Co-create and establish a detailed vision of the lab including lab services, establishing the strategic plan of the lab, etc
- Establishing monitoring and evaluation framework of the lab to track progress and impact of the gender lab activities.
- Offer capacity building to GMO staff and partners in research, policy analysis, advocacy, and documentation.
- Support GMO to Promote gender sensitivity and equality in research, policy analysis, and advocacy.

Qualifications and experience

- A master's degree in a field related to Gender development studies, and/or Public Policy, Economics and Public Development and analysis, Health policy etc.
- Minimum of 7 years of experience in data analysis and forecasting including excellent skills in Excel and relevant statistical tools (STATA, R, EViews)
- Minimum of 5 years of proven experience in a related field such as policy development and/or in gender sector, project design, and management with multiple stakeholders across various sectors and have good skills to work closely with Gender sector partners.
- Strong reporting, organizational, and communications skills, ability to meet deadlines, flexibility, resourcefulness, patience, time management, facilitation skills, diligence, and readiness to work under pressure.
- Knowledge of Data Visualization tools such as PowerBi, R Shiny, or Tableau would be an added value;
- A proven ability to inspire, coach, and develop others, including people from different backgrounds and cultures.

Working and Reporting arrangements

- The Gender Researcher and Policy Advisor will be based at GMO four days per week, with the remaining one day per week based at IPA.
- On the side of GMO, the Gender Researcher and Policy Advisor will report to the Chief Gender Monitor and with daily supervision of the Executive Secretary.

How to Apply:

Interested applicants meeting the requirements should fill in an online application form and attach their Cover Letter, CV and Degree(s) through the following link: https://poverty-action.formstack.com/forms/iparwanda_gender_research_and_policy_advisor_embedded_lab_job_application_form_01_2022_copy_copy_copy

APPLICATIONS CLOSE AT 5 PM RWANDA TIME ON **30th NOVEMBER 2024** LATE APPLICATIONS WILL NOT BE CONSIDERED. DUE TO THE LARGE VOLUME OF APPLICATIONS, ONLY SHORTLISTED CANDIDATES WILL BE CONTACTED.