Regional Research Advisor (maternity cover, Africa focus)

Job Framework

<table>
<thead>
<tr>
<th>Job Title</th>
<th>Regional Research Advisor (maternity cover, Africa focus)</th>
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<tr>
<td>Cost Centre</td>
<td>62262</td>
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<tr>
<td>Starting</td>
<td>1st October 2015</td>
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<tr>
<td>Location</td>
<td>London, UK (remote work considered)</td>
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<tr>
<td>No. of Direct Reports</td>
<td>0</td>
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<tr>
<td>Reporting to</td>
<td>Head of Research</td>
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<tr>
<td>Budget Responsibilities</td>
<td>N</td>
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The Function

Marie Stopes International (MSI) has invested in building global and national research, monitoring and evaluation functions to strengthen capacity in our country programmes. This effort has been successful in developing a culture of building MSI’s evidence base and using this information to better serve our clients.

The Research, Monitoring and Evaluation (RME) team is a valued strategic source of technical leadership and support in producing, interpreting and using high quality evidence in order to fulfill MSI’s mission. The team supports the Global Research Network, a group of RME experts based across our country programmes. The team strives towards:

- High quality – the evidence generated is ethical, expertly reviewed, accessible, efficient and effective;
- Inclusiveness – collaborating with internal and external stakeholders to ensure research is driven by what programmes need to inform learning and practice;
- Impact – the work is focused on activities that have the greatest potential to achieve MSI’s mission of children by choice, not chance.

The Role

The Regional Research Advisor is responsible for strengthening local capacity in order to ensure that research programmes in various African and some Asian countries are aligned with MSI global research priorities, and of high quality. The primary role of the Regional Research Advisor is to provide ongoing technical assistance to national MSI research teams to improve skills and to ensure that research meets the demands of internal and external stakeholders and is used to improve programming. The post involves extensive international travel (up to 40%). 70% of the Advisor’s time is dedicated to regional work, and 30% to global work, as described further in the sections below.

Key Responsibilities

Provide technical support to country programmes to develop successful and sustainable research, monitoring and evaluation (RME) programmes (70%)

- Provide guidance on how to set up a RME programme: develop the necessary standards and guidelines for setting up a new research programme; share templates for job frameworks and interview assessments and play an active part in the recruitment and induction process. Act as a source of strategic support to the Country Director in advocating and developing resources for the national RME programme.

- Provide guidance on how to strengthen the sustainability and success of RME programmes: ensure country programmes are able to learn from other MSI research teams and the MSI global research team through the sharing of best practice, strategic plans, tools and training, utilising the B2B model (the business to business model facilitates technical support between programmes in different countries). Provide guidance to national research managers, acting at times as both a mentor and source of technical support.

- Ensure high quality RME activities at the country programme level: Take an active role in co-developing, reviewing, and being involved as a co-investigator in country programme-level research projects. Fully facilitate the submission of research protocols to the MSI independent ethics review committee, on behalf of country programmes.
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Review and help finalise annual and project-specific M&E plans, aligning to global indicators where possible.

- **Support the roll out of a strategic capacity building programme:** build country programme capacity for research, monitoring, and evaluation through remote support, in-country support, training, workshops, toolkits, and other sustainable means. Ensure that capacity development approaches are strategic and build the long-term sustainability of research team. Utilise B2B exchanges for other needs, such as mystery client surveys and client exit interviews.

- **Develop and roll out evidence-based decision making performance tools:** Develop and roll out evidence-based decision making performance tools: ensure that country programmes are able to use all research and evidence generated, including through our client-based management information system (CLIC), in order to make better management decisions. Provide training and guidance to country programmes and other support office departments on evidence-based decision making and use of relevant research. Support country teams to collect and use relevant market and social information from sources such as Demographic Health Surveys, census, and independent research carried out by NGOs, government, the private sector etc.

- **Support the development of RME workplans in the annual business planning process:** support country programmes to develop RME plans and strategic requests for technical assistance (TA) that include commitments under all projects for which there is a donor commitment, including global projects.

**Contribute technical excellence to MSI’s global RME goods (30%)**

- **Act as the lead technical lead/advisor to develop and roll out global research tools:** Develop innovative/relevant RME tools that serve as global goods for MSI to ensure their integration and use across MSI partnerships.

- **Act as a technical advisor/lead in a specialised research area(s):** Develop knowledge, serve as technical lead/advisor, and carry out research studies in one or more specific RME area(s) (i.e. task sharing, costing, poverty measurement).

- **Represent MSI at conferences and other technical fora:** Develop abstracts, and oral and poster presentations, for sharing at relevant conferences and technical events.

- **Ensure free flow of research expertise and information across the partnership through knowledge management:** Produce concept papers, lessons learned papers, toolkits chapters, research reports, and other knowledge management outputs; constantly promote MSI research activities internally (partners, programme support teams, etc) and externally (donors, governments, potential partner organizations); establish mechanisms to collect and share relevant experiences, lessons learnt etc between partners and support teams such as Global Research Network and Health System Department.

**Experience (essential/desirable)**

- Proven experience working within an M&E or research role in a developing country

- Experience in providing technical assistance in training to programme staff, including non-researchers

- Proven experience working cross culturally and supporting remote teams

- Experience in writing and editing documents/papers for various audiences including internal and external parties

- Experience within family planning and reproductive health *highly desirable*

- Experience in project management *highly desirable*

**Qualifications and Training (essential/desirable)**

- Masters degree or equivalent in public health or related discipline *essential*

- Recognised qualification or study module in research methods *highly desirable*

- Quantitative and qualitative research skills (including SPSS or STATA knowledge)
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Personal Attributes

- Excellent communication skills both through verbal and written methods
- Highly numerate; able to analyse complex data
- Excellent attention to detail; methodical and precise
- Highly developed skills to influence and persuade: ability to quickly and effectively build relationships with team members and stakeholders at all levels
- Pro-choice on abortion and committed to Marie Stopes International’s goal and mission
- Committed to excellence
- Results-orientated

MSI Behaviours and Values
Team Member Behaviours

Work as One MSI
- You contribute, use, and share accurate data and evidence to improve understanding, insight and decision-making across MSI, enabling us to maximise our ability to influence others.
- You share relevant knowledge, expertise and resources to strengthen teamwork and prevent duplication of effort.
- You actively work as part of a team, providing support and flexibility to colleagues, demonstrating fairness, understanding and respect for all people and cultures.

Show courage, authenticity and integrity
- You hold yourself accountable for the decisions you make and the behaviours you demonstrate.
- You are courageous in challenging others and taking appropriate managed risks.

Develop and grow
- You seek feedback to enable greater self-awareness and provide the same to others in a way which inspires them to be even more effective.
- You manage your career development including keeping your knowledge and skills up to date.

Deliver excellence, always
- You strive to consistently meet and exceed expectations, putting clients at the centre of everything, and implement smarter, more efficient ways of performing your role.
- You build and maintain effective long-term working relationships with all stakeholders, and are a true MSI ambassador.

Leadership (For Leaders only)
- You inspire individuals and teams, through situational leadership, providing clear direction.
- You seek and provide opportunities which motivate team members, helping to develop skills and potential whilst strengthening our talent and succession pipeline.
- You are aware of emerging developments in our sector, demonstrating strategic insight about our clients and business and encourage this in your team.
- You articulate a vision of the future which inspires and excites others.

MSI Values
- **Mission driven:** With unwavering commitment, we exist to empower women and men to have children by choice not chance
- **Client centred:** We are passionate about our clients and dedicate our efforts to delivering agreed objectives to the highest possible quality
- **Accountable:** We are accountable for our actions and take responsibility for everything we do to ensure long term sustainability and increased impact.
- **Courageous:** We recruit and nurture talented, passionate and brave people who have the courage to push boundaries, make tough decisions and challenge others in line with our mission