



# EDI Global

A Mathematica Company

## **Assistant Research Officer - International Development Research**

**High Wycombe, Buckinghamshire (30 minute commute from London)**

EDI Global (UK) Limited (trading as EDI Global) is a research and data collection company working in international development and has offices based in the UK and East Africa. EDI Global is an independent operating subsidiary of [Mathematica](#). EDI Global works with high profile development clients such as the World Bank, UNICEF, IFAD, National Governments, Millennium Challenge Corporation, Academic Institutions and others in co-developing and implementing large scale socio-economic surveys and impact evaluations. In Tanzania recent projects have included a Baseline Survey of Civil Servants and Water Communities for the World Bank, an Impact Evaluation of the Urban Local Government Strengthening Programme for the Government of Tanzania and an Impact Evaluation of a Cash Plus Model on a Bundled Youth Livelihoods Intervention for UNICEF. In Uganda recent projects have included providing data collection services for the Small and Medium Agribusiness Development Fund for IFAD and the International Men and Gender Equality Survey for Promundo.

We have also developed a leading data-collection software product, Surveybe, for conducting large scale surveys, and we support clients all over the world with the preparation and implementation of surveys on CAPI technology using this software.

EDI Global now seeks an **Assistant Research Officer** to join our small and dedicated [UK team of research officers and software developers](#) and work with our East Africa teams of over 40 research, field and support staff. As an Assistant Research Officer, you will lead our survey teams in the running of large-scale surveys and impact evaluations (on health, agriculture, education and infrastructure) and you will be involved in all stages of the project cycle, including:

- Assisting with the preparation of project proposals, company profiles, expressions of interest and tenders and other activities to win new projects;
- Play a central role in the planning, budgeting, implementation, oversight and documentation of client surveys, including (but not limited to):
  - Contributing to the development of quantitative and qualitative survey instruments in line with research questions;
  - Configuring questionnaires in Surveybe software;
  - Conducting and supporting training of field teams;
  - Participating in the piloting/testing the survey;
  - Setting up data processing and quality control procedures;
  - Writing survey and training manuals;
  - Monitoring the field progress and incoming data, and providing feedback to the team;
  - Preparing final data sets for client delivery and assisting in writing reports; and,
  - Providing input into the development of project timelines and budgets, and
- Communicate EDI Global research to a range of audiences through blog posts, and other media.

This exciting role will provide the opportunity for significant international travel to East Africa and other developing countries, often in remote areas. This role is ideal for candidates with strong quantitative skills, a passion for international development and an interest in producing high quality data to inform policy.

Applicants should be a recent Master's graduate in Economics, International Development, Statistics, Survey Research or similar. In addition, the applicant must possess:

Essential:

- A good knowledge of and experience of using Stata and writing do-files for dealing with large datasets, and a good understanding of data structure;
- An enthusiasm for setting up electronic questionnaires that stretch the boundaries and possibilities of electronic questionnaire design;
- Experience in analysing large data-sets from surveys;
- Demonstrated experience of an organised and flexible approach to managing and prioritising multiple concurrent projects and activities in a fast paced environment with tight deadlines;
- Excellent interpersonal and consultative skills, including the ability to communicate, present, negotiate and influence a variety of audiences;
- A strong attention to detail;
- Willingness to travel at relatively short notice and on a flexible time basis;
- Willingness to work flexible hours to meet client deadlines;
- Ability to work independently;
- Excellent command of spoken and written English;
- Must have the right to work in the UK.

Desirable:

- French, Spanish, or other language fluency;
- Travelling or working experience in a developing country;
- Experience in managing data collection in developing countries using CAPI systems (Surveybe, Survey Solutions, ODK, surveyCTO, etc);
- Experience in socio-economic research design and impact evaluation methods.

**Working arrangements:** The position is full time and initially will be based at our UK office. Our newly refurbished offices in High Wycombe are very close to both the town centre and the train station and an easy commute from London Marylebone station. EDI Global supports flexible working with staff able to work from home on selected days and commute outside of peak travel times.

International travel will be required. Once established in the role, EDI Global also offers its research staff the opportunity to be based at our East Africa offices. At our Tanzania office, staff are accommodated in our company guesthouse overlooking the town of Bukoba on the shores of Lake Victoria.

**Contract type:** Permanent. All contracts of employment are subject to a four-month probationary period.

**Starting date:** Flexible between April and July 2020 (to be discussed with the selected candidate).

**Salary:** Starting salary £26,000 per annum. The starting salary will be dependent on qualifications and experience, and subject to review.

**Applications:** To apply please send an up-to-date curriculum vitae, with a detailed list of experiences in surveys and data collection (of no more than 2 sides of A4) and a detailed statement (of no more than 1 side of A4) explaining why you are interested in this post and how your skills and experience make you suitable. **Please indicate in your detailed statement when you are available to start work.**

Please send applications to [aro-applications@edi-global.com](mailto:aro-applications@edi-global.com) no later than **March 4th, 2020, 6 pm UK time.**

For further information on EDI Global, see <http://edi-global.com/>