

JOB SPECIFICATION: Assistant Manager: Research, Monitoring and Evaluation

Department: Services

Proposed Immediate Superior: Senior Manager – Research, Monitoring and Evaluation

1. Context	Evidence creation and utilization for prevention of CSA
2. Organogram	Senior Manager - Research, Monitoring and Evaluation Assistant Manager - Research, Monitoring and Evaluation
3. Key Objectives of the Job	To provide methodological, research and evidence-based support to organization's Programme monitoring and evaluation design, implementation, analysis, reporting, and dissemination
4. Major Deliverables	<ul style="list-style-type: none">● Lead assigned internal and external research projects independently.● Design and pilot quantitative surveys in collaboration with other teams.● Conduct advanced data analysis using statistical software packages of all programme and research data to inform program design, implementation and strategy.● Develop and support monitoring and evaluation strategies of programmes as per the organization's calendar of activities.● Engage with external research agencies to ensure conduct of quality research and follow ethical protocols.● Perform data quality checks for ongoing monitoring, internal research, and external evaluations.● Write high quality reports and also review internal and external stakeholders reports by critically reviewing processes.● Conducting literature reviews as requested and keeping abreast of findings from relevant research.● Support the current research team in preparing, maintaining, and updating organization's research knowledge databases.● Undertake other administrative duties related to organization's RME projects, such as participating in internal meetings, arranging, and coordinating dissemination of research reports, and maintaining research documents.
5. Educational Qualification	<ul style="list-style-type: none">● At least a Masters's degree in any developmental, statistical, population studies are required with graduate-level coursework on econometrics, impact evaluation, and economic development.
6. Desired Experience	<ul style="list-style-type: none">● At least 4 to 5 years of experience in research/monitoring evaluation/development work. Prefer candidates with exposure in child protection, child sexual abuse and or similar areas of work, but not compulsory.

7. Other desired attributes	<ul style="list-style-type: none"> ● Demonstrated experience in quantitative research methods and data analysis is a must. Demonstrated expertise with relevant software tools (R, Stata, Survey CTO). Experience in experimental / quasi-experimental research studies (e.g. RCT, RDD, PSM designs) would be an advantage. ● Experience in mixed methods and qualitative research is preferred to guide teams to conduct data collection, data analysis and synthesis of qual and quant findings. ● Experience conducting literature searches (e.g. through Google Scholar alerts, research circulars, etc) and summarizing complex academic papers and non-academic reports into key findings/talking points in straightforward, non-technical language. ● Speak the language of researcher and project management specialists to design and conduct high quality evaluations, predict and oversee risks and deliver on time and to budget. ● Be equally comfortable having a technical conversation with program team and Field Operations teams as you are describing an evaluation in straightforward terms. Experience communicating project evaluation in a clear and compelling manner with a range of internal and external audiences – both verbally and in writing is crucial in this role. ● Strong power point presentation skills is a requisite.
8. Location	Mumbai
9. Salary range	As per market standards

How To Apply

Interested candidates can share their updated CV at contact@pmspl.net.in mentioning the name of the position in the subject line

