



Innovations for Poverty Action (IPA) Research and Policy Advisor, IPA Rwanda

- **Location:** Kigali, Rwanda
- **Deadline to apply:** 5 PM 23th September 2022, applications will be reviewed on a rolling basis
- **Length of Commitment:** 1-year renewable
- **Desired start date:** ASAP
- **Reports to:** Research & Policy Manager

Application materials: All applicants must complete and submit their resume and cover letter to the address indicated below.

Innovations for Poverty Action was established in Rwanda in 2013 and has 10 active projects spanning across Education, Agriculture, Finance and Health. With 15 full time staff, a network of part-time field numerators of over 300, IPA Rwanda predominantly implements Randomized Control Trails in collaboration with leading Rwandan and international academics, the Government of Rwanda and other development NGOs to evaluate the impact of new development concepts to help inform future government policy and development projects.

Project and position summary:

The Research and Policy Advisor will be embedded in the Directorate General of Education Policy and Analysis at MINEDUC. The Research and Policy Advisor's role will involve strategic collaboration and technical support, including creating awareness and supporting streamlining of dataflows to and within the Ministry, equipping decision-makers in the Ministry with the necessary data for decision-making, and highlighting gaps and recommending necessary actions. The role will be supported by a technical team of IPA staff members, Research Assistants at Georgetown University, and other academics (IPA's Rwanda Research and Policy Manager and Prof. Andrew Zeitlin (Assistant Professor, Georgetown University)). The Research and Policy Advisor will be based at MINEDUC four days per week, with the remaining one day per week based at IPA.

The Research and Policy Advisor will report to two individuals: the Director General in charge of Policy and Analysis in MINEDUC, and at IPA-the IPA-Gui2de-MINEDUC Evidence Lab. The Research and Policy Advisor is expected to work closely on a day-to-day basis with the Chief Digital Officer of MINEDUC and her staff, as well as other senior leadership at MINEDUC.

This role provides an opportunity to make a difference in the Rwandan educational policy framework and to work with a group of passionate people that are specialists in their fields, besides, IPA offers different training to build its staff capacity in order to respond to the challenges and demands facing today's business world.

Responsibilities:

- Support development and implementation of strategies to build the data infrastructure and personnel capacity for evaluation of government policies in the education sector;
- Coordinate activities with other embedded staff, in REB and NESAs to meet the data needs in support of policy implementation and analysis;
- Undertake analyses, together with MINEDUC, IPA, and GUI2DE teams, of relevant policies, including the STARS program;
- Support timely descriptive work and forecasting of education inputs and outcomes;
- Support the work of the Planning Department, and the work of its M&E specialist in particular;
- Work with the Chief Digital Office team to support the EMIS integration process;
- Communicate findings of analyses to key stakeholders in MINEDUC and in the broader policy community and provide technical assistance to use findings to inform policy and program implementation
- Support MINEDUC in the identification and implementation of evidence-based best practices across other goals, as mutually agreed upon.

Qualifications and Experience:

- A Master's Degree in a field related to Education Planning and Leadership, and / or Education Economics and Public Development and analysis.
- Minimum of 5 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 education, project design and management with multiple stakeholders across various sectors and have good skills to work closely with Education sector partners;
- Strong reporting, organizational and communications skills, ability to meet deadlines, flexibility, resourcefulness, patience, time management, facilitation skills, diligence and ready to work under pressure;
- Knowledge of Data Visualization tool 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.

How to Apply:

Interested applicants meeting the requirements should fill an online application form and attach their Cover Letter, CV and Degree(s) and other required information through the following link: <https://www.poverty-action.org/job/research-and-policy-advisor>

APPLICATIONS CLOSE AT 5 PM RWANDA TIME ON September 23th 2022. LATE APPLICATIONS WILL NOT BE CONSIDERED. DUE TO THE LARGE VOLUME OF APPLICATIONS, ONLY SHORTLISTED CANDIDATES WILL BE CONTACTED.

