RESEARCH MANAGER – MEAL

Apnalaya works with the urban poor - enabling access to basic services, healthcare, education and livelihoods; empowering them to help themselves; and ensuring provision of civic entitlements through advocacy with the government.

Apnalaya works at three different levels to help uplift the urban poor:

- **INDIVIDUAL:** We enable access to basic civic amenities, healthcare, education and livelihoods – necessary for individuals to survive, feel secure and grow

- **COMMUNITY:** We empower the community to help themselves, by building their capacity as volunteers

- **GOVERNMENT:** We ensure provision of civic entitlements through advocacy with the government.

JOB DESCRIPTION

The Monitoring, Evaluation, Advocacy and Learning team in Apnalaya is looking for a research manager. The Research Manager will be responsible for managing research projects, partners, and research agencies, in addition to contributing to various aspects of work under Monitoring and Evaluation (M&E) and advocacy.

Location: Chembur, Mumbai
Reports to: Director, MEAL

A. KEY RESPONSIBILITIES
Management Skills   • Partnership management, including managing relationships with research partners and vendors. The ideal candidate will be expected to manage research projects end-to-end   • Project management – ability to manage multiple research projects simultaneously. The ideal candidate will have excellent project management skills. Relevant project management experience is desirable, but not mandatory   • Manage/oversee funder-driven evaluations (baselines and endlines) and other studies such as needs assessments, scoping studies, landscape analyses and others, based on organisational needs   **Technical Skills**   • Draw insights through data analysis and regular field visits/programme feedback mechanisms to improve the efficacy of existing Apnalaya programmes   • Knowledge of data analysis tools such as SPSS/STATA/R is desirable, but not mandatory   • Develop frameworks and lead the creation and delivery of effective training

materials and other related measurement tools that sharpen programme delivery and improve quality
- Work with teams across the organisation to develop and advance our Theory of Change
- Develop and implement log frames for programme delivery, with a clear focus on outcomes

Advocacy and Communications

- Identify and develop collaborative partnerships with governments, civil society and communities, with a view towards influencing lasting and sustainable change
- Plan, design and implement advocacy communication and activities
- Support the Director in other advocacy-related tasks, based on organisational needs

QUALIFICATIONS & EXPERIENCE
- A background in social sciences/ social work/statistics is preferred, but not mandatory
- 2-3 years of relevant experience

OTHER SKILLS
- A keen eye for detail and high levels of ownership
- Ability to build frameworks and visuals to simplify complex information
- Have a high threshold for dealing with complexity and can navigate self and the team through ambiguous projects
- Use data effectively for diagnosis and prescription at the program and organisational levels

Send your application to: hr@apnalaya.org