



3ie job announcement Research assistant – sanitation New Delhi

1. Background

The [International Initiative for Impact Evaluation \(3ie\)](#) seeks to improve the lives of poor people in low- and middle-income countries by funding and producing high-quality evidence on development interventions using impact evaluations. These studies examine what works, for whom, how and at what cost. 3ie provides funding and technical support and advice on [rigorous impact evaluations](#) of policies and programmes through its grant programmes and professional services.

3ie also funds and produces systematic reviews, other syntheses and evidence maps. 3ie also supports quality impact evaluation through its quality assurance services to a range of organisations, including the governments of several developing countries.

3ie is a non-governmental organisation registered in the United States. It has offices in New Delhi, London and Washington D.C. The New Delhi office houses the Evaluation Office (EO), the Policy, Advocacy and Communication Office, and the Programme, Finance, Reporting, Information and Technology and Administration Office. Evaluation staff liaise with development donors and interact frequently with impact evaluation experts, specialists and academics. Specialists work on developing grant-making and new programming. They manage and quality assure impact evaluation grants.

2. Overview

The EO aims to improve and increase the number and quality of impact evaluations of development assistance. It will achieve this overall objective through the following intermediate objectives:

1. Increasing the evidence base of what works, for whom, why and at what cost in development, with a focus on learning about innovative approaches;
2. Generating lessons learned through the syntheses of high-quality evidence on implementation and effectiveness;
3. Building capacity of implementing agencies to produce and use evidence from high-quality impact evaluations and reviews; and
4. Ensuring that evidence is available to policymakers in accessible formats tailored to their needs.

3ie's evaluation office supports many grant programmes under its thematic, policy and open windows. They include grant programmes on agricultural innovation, social protection,

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transparency and accountability, humanitarian initiatives, adolescent livelihoods, immunisation and community engagement, sanitation and hygiene and several others that aim to generate high-quality and policy-relevant impact evaluations where evidence is limited..

With support from the Bill & Melinda Gates Foundation, 3ie and [the research institute for compassionate economics \(r.i.c.e\)](#) are currently undertaking a programme of learning under a thematic window on promoting latrine use in rural India. Through this grant programme, 3ie aims to generate high-quality, rigorous evidence on low-cost, scalable interventions to increase latrine use, harnessing insights from behavioural science. 3ie seeks a research assistant (RA) to support this sanitation grant window.

3. Summary of position

The RA will report to the head of evaluation office in the New Delhi office. They will assist the team working on sanitation in the planning and execution of the project. Day-to-day activities will be supervised by the senior evaluation specialist managing the grant programme. The main responsibilities of the RA are detailed below.

3.1 Programme management

Assist with the grant management activities for 3ie's Promoting Latrine Use in Rural India Thematic Window:

- Assist with the review process for deliverables received under the grant window;
- Assist with organising relevant events and meetings, such as steering committee meetings, grant monitoring calls, grant window workshops and other events;
- Assist with drafting programme documents, including requests for proposals, requests for qualifications, announcements and review forms;
- Prepare content for the webpages related to 3ie programmes; and
- Assist with monitoring and other visits to field-based settings from time to time.

3.2 In-house research

The RA will assist on in-house research projects, including but not limited to scoping reports, and synthesis products, database development, concept and methods papers, impact evaluations and replication studies. Tasks may include data entry, management, and analysis, searching and screening of databases or literature review. The RA may assist with replication activities related to grant windows.

3.3 Knowledge communication

The RA will contribute to 3ie's production of knowledge products and translating evidence and other information for key audiences:

- Develop tailored materials, such as policy briefs, summaries, and blogs. Contribute as needed to communication plans developed for the grant programme.
- Help organise events.

3.4 Stakeholder engagement

Assist the window lead with networking activities with stakeholders, including policymakers, programme managers, academic researchers, professional evaluators, development

practitioners and others, as required.

4. Qualifications and skills

4.1 Education

- Candidates must have a bachelor's degree in economics, political science, psychology, public health or other relevant social sciences.
- A master's degree is preferred.

4.2 Work experience

Required

- At least one year of experience in the development sector.
- Excellent writing skills in English.
- Familiarity with a statistical software package (SPSS, STATA, etc.)

Desirable

- Prior experience and/or knowledge of the sanitation sector.
- Prior experience and/or knowledge of the behavioural sciences.
- Prior experience of organising workshops and conferences.
- Prior experience and/or knowledge of research transparency methodology, including replication, de-identification of data, version control software, etc.

4.3 Other skills and qualities

- Communication, planning and organisation, teamwork, relationship management, interpersonal sensitivity, multicultural sensitivity, analytical thinking, strategic thinking and a sense of humour.
- A demonstrated ability to work independently and under pressure with strict deadlines.
- Strong organising and planning abilities.

5. Terms

Candidates should be available to start on **15 May 2017**. Salaries will be commensurate with qualifications and salary history within 3ie's applicable salary scale.

6. Application

Please send a cover letter, CV, two references and one writing sample to jobs@3ieimpact.org with a copy to pvasandani@3ieimpact.org with 'Sanitation RA' as the subject line. Applications must be submitted by **23:59 hours IST, 30 April, 2017**. Applications received after the deadline will not be considered. Only shortlisted candidates will be contacted for an interview.

3ie especially encourages applications from women, minorities and people living with disabilities. 3ie is an equal opportunity employer.

3ie website URL: <http://www.3ieimpact.org>

For more information, email: slahiri@3ieimpact.org