

RESEARCH OFFICER POSITION DESCRIPTION

ORGANIZATIONAL OVERVIEW

The Georgetown University Institute for Reproductive Health (IRH) is dedicated to improving the sexual and reproductive health of women, men, and youth through a research-to-practice agenda. Our emphasis is on increasing access to and use of family planning (FP), increasing fertility awareness through life-stage appropriate interventions, expanding access to fertility awareness-based family planning methods in an informed choice context, and developing scalable interventions to transform gender norms and catalyze the diffusion of social norms that support FP. Cross-cutting themes in the Institute's work include the diffusion of social norms that support sexual and reproductive health, scale up of innovations, and incorporating gender perspectives in reproductive health. In partnership with a wide range of international and local organizations, IRH conducts research, builds capacity, and provides technical assistance to public and private-sector organizations in lower and middle-income countries and the U.S. The Institute is supported by grants from federal agencies and foundations.

POSITION SUMMARY

The Research Officer will be responsible for supporting the analysis and dissemination of mixed-methods research (qualitative and quantitative data). The best candidate can translate research findings into activities that either improve programmatic work or identify gaps in research findings for further exploration. The Research Officer will play a role communicating IRH's initiatives through preparation of reports and peer review articles, presentations and representation at meetings and conferences, and participation in/coordination of cross cutting technical working group meetings. S/he will work with IRH staff and collaborating research organizations to code and analyze qualitative research data, compose succinct summaries of findings, and identify linkages between results and their utilization.

Under the direction of the Senior Research Officer, s/he will conduct secondary analyses of study data (qualitative and quantitative) for the development of dissemination materials. This will include expanding and/or updating existing reviews of literature, clarifying research implementation, and synthesizing results to maximize application to a wide variety of stakeholders. Anticipated outputs include: brief research reports (4-6 pages), blogs, and peer-reviewed manuscripts. The Research Officer will be responsible for the final coordination of manuscripts for peer-reviewed journals.

The Research Officer will carefully document all data management decisions and outputs in a systematic manner for easy retrieval and tracking. Data management and cleaning procedures may include variable creation, establishing values for missing data (imputation), and creating descriptive statistics using SPSS or SAS software. The ability to implement and interpret common Public Health statistics (including regression analyses, chi-square tests, t-tests, ANOVA) is expected. The selected candidate will display working knowledge of how to conduct all procedures using SPSS prior to hire. S/he will also make general contributions towards the accomplishment of IRH's strategic imperatives. The Research Officer will report to the Senior Research Officer. International and domestic travel up to 15% may be necessary. Travel is subject to project needs and is not guaranteed.

ESSENTIAL FUNCTIONS

1. Conduct and/or provide technical assistance in study design, methods, and both qualitative and quantitative data analysis across IRH solutions focusing in areas such as social and behavior communication change, gender, social networks, fertility awareness, and mobile health
2. Participate in qualitative data management and analysis
3. Work together with the Senior Research Officer and other staff to coordinate cross-cutting research functions and activities such as instrument and data archives, research policies and procedures, IRB coordination, and sponsoring opportunities to build staff capacity in research (e.g. application of GIS, data collection using handheld devices, etc.)
4. Package and share results with implementing partners and stakeholders to guide development and refinement of social and behavior change interventions
5. Promote dissemination and utilization of IRH research and program results through donor reports, institutional publications, peer review journal articles, conference presentations, and social media
6. Coordinate with and provide oversight to local staff and research organizations working on IRH initiatives

The ideal candidate will have a successful research track record, including significant quantitative and qualitative data management and analysis experience and the ability to write at a professional level. S/he will also have a recognized commitment to empowering individuals and communities to improve their sexual and reproductive health by increasing fertility awareness, ensuring informed choice of a broad range of family planning methods, and addressing gender inequality.

QUALIFICATIONS

You are an applied researcher with...

- 2 to 4 years or more of post-graduate experience in research and evaluation in the areas of sexual and reproductive health in lower income country settings (preferred).
- Demonstrated experience in qualitative and quantitative data management and analysis, including international experience in research-to-practice efforts in the domain of sexual and reproductive health.
- A strong understanding of developing interventions through community engagement, and trial and revision processes.
- A track record of writing technical reports and peer review articles.
- Successful experience working in partnership with NGO and governments in the development, implementation, and utilization of research results.
- Capacity to coordinate and execute meetings in lower income country settings.
- Excellent ability to manage donor/partner relations and build strong professional relationships and networks with both governmental and non-governmental organizations.
- Field experience in developing country contexts, preferably Africa or Asia (Nepal).

You are an effective communicator for both technical and lay audiences, with...

- Excellent written and verbal communication skills, including proposal/study protocol development, abstract preparation, and preparation of reports.
- Expertise presenting data in diverse formats to communicate results to a variety of audiences including researchers, policy makers, and community members.
- A sense of humor; resilience and ability to demonstrate grace under pressure with multiple and shifting priorities.

You have leadership skills, with...

- Experience developing and motivating others and fostering team work.
- Proven ability to work effectively in multi-cultural teams and with technical and administrative staff and consultants.
- Attention to detail and strong organizational skills.
- High ethical standards and outlook of respect and dignity for all people.

Your education, expertise and professional network includes...

- Graduate degree in public health, anthropology, sociology, community psychology, demography, or a related field.
- Demonstrated ability to analyze data from multi-faceted research initiatives, including quantitative data collection and analysis skills and use of service statistics and other data to address research questions.
- Track record in peer review publications.
- Proficiency in use of statistical analysis packages (e.g. STATA, SPSS or SAS, AtlasTi, and Nvivo) and Excel; ArcView or other GIS software a plus.
- Experience using handheld devices for data collection and data management a plus.
- Experience preparing and managing IRB applications.
- Familiarity with maternal and child and reproductive health service delivery and with USAID and international donor community operations.

Please email resume and cover letter to irhresumes@gmail.com with the subject line "Research Officer" by September 1. Please specify where you found the job advertisement. No phone calls please.

This position is hired through Development International for the Institute for Reproductive Health, Georgetown University. Development International is an equal opportunity employer.