



**Rift Valley Institute**  
**Somali Dialogue Platform Analyst and Research Lead**  
**Job Description**

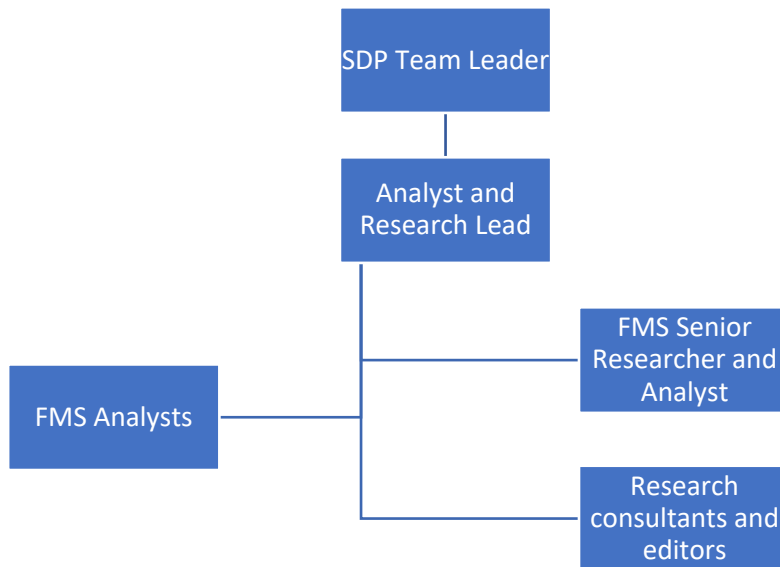
**Job Title:** Analyst and Research Lead, Somali Dialogue Platform (SDP)

**Location:** Nairobi, with regular travel to Somalia

**Employment type:** Full-time

**Duration:** One year, renewable and subject to programme funding

**Reporting to:** Team Leader, SDP



**Job Purpose**

The Analyst and Research Lead is responsible for producing timely, accurate and accessible analysis of the political context in Somalia and ensuring the effective design and delivery of the Somali Dialogue Platform’s (SDP or ‘the Platform’) research products. This includes products to inform SDP’s own programming and more effective dialogue between Somali stakeholders. The Analyst and Research Lead also provides support for the dissemination of the Platform’s research and analysis, including organising events. The post-holder is responsible for ensuring the relevance and quality of the research and analysis products of SDP’s Somali partners, as well as supporting their long-term capacity development in this area.

**Key Working Relationships**

The Analyst and Research Lead reports to the SDP Team Leader and collaborates with the rest of the SDP team as follows:

- Collaborates closely with the Deputy Team Leader-Programmes to ensure all research products support wider programme objectives and activities.

- Works closely with the Deputy Team Leader-Finance, Operations and Compliance and other programme management staff on budget, procurement and logistical support related to research activities.
- Works closely to support the Monitoring, Evaluation and Learning partner to document and evidence the relevance and impact of the Platform's analysis and research work.
- Supports the Platform's local implementing partners and research consultants to ensure quality and timely delivery of analysis and research outputs.
- Coordinates with other RVI staff e.g. Publications Manager, and other researchers within RVI.
- Manages externally commissioned research consultants under SDP.

### **Scope and limits of authority**

- Consults with the Deputy Team Leader-Programme and wider Programme Leadership Team (including the Team Leader and Political Advisors) on sign-off of analysis and research project proposals and final products.
- Works with the Deputy Team Leader-Programme and wider Programme Leadership Team to design analysis and research activities.
- Supports both the Deputy Team Leaders to develop the budget and workplans for research and analysis activities, including the capacity building for local partners.
- When delegated by the Team Leader, manages externally commissioned research consultants, including the FMS Senior Researcher and Analyst and the State-level Analysts.

### **Key responsibilities**

#### **Lead the delivery of contextual political analysis to inform the Platform's programme and other stakeholders (50%)**

- Monitor political developments and trends in Somalia and maintain an up-to-date analysis of the context, drawing on both open sources and a network of contacts.
- Produce quality, timely and accessible analysis products on political issues in Somalia to inform the SDP's programme and other stakeholders, including both ad hoc and regular pieces.
- Manage and coordinate SDP's local Somali researchers and input from partners for the Platform's analysis products.
- Provide input for and support the quality assurance of all the Platform's analysis products.
- Ensure the effective dissemination of SDP's analysis products, including organising in-person and online briefings.

#### **Lead the development and delivery of the Platform's research work (30%)**

- Lead on the design and management of research products commissioned through external consultants.
- Support partners in the design and implementation of their research and analysis products and provide quality assurance for these, as well as coordinate the necessary review, editing and approval processes.
- Support and coordinate effective dissemination processes for both SDP and partner research products to ensure policy up-take by target audiences, including the development of audio-visual products as relevant.
- Lead on SDP's capacity building support to partners to ensure their delivery of high-quality analysis and research products which contributes to the sustainability of their organisations.

## **Programme management (20%)**

- Support the Deputy Team Leaders in the planning and budget development processes for the Platform's analysis and research activities (with limited delegated financial responsibility).
- Support the Deputy Team Leaders in ensuring the Platform's analysis and research activities are delivered on time and on budget and in compliance with established procedures and good practice.
- Coordinate with the Monitoring, Evaluation and Learning partner to ensure effective reporting and evaluation processes for the Platform's analysis and research activities.
- Manage and ensure the quality of the inputs from SDP's local researchers.

## **Person Specification**

### **Qualifications and Knowledge**

- Minimum of a Bachelor's Degree in a relevant field of study, e.g. politics, development studies, human rights, journalism etc.
- Excellent knowledge of political dynamics in Somalia and the wider region, and a strong network of relevant contacts.
- Expertise and knowledge in relevant fields, such as peacebuilding, democratisation, federalism, and state-building.
- Strong grasp of social science research design, methodologies and ethics.

### **Experience**

- A minimum of five-year's experience in designing and implementing social science and political research and analysis projects in fragile environments, including conducting field research, commissioning reports and the production of research outputs.
- Demonstrable experience in writing and producing analysis and research on political, conflict and development issues, and delivering policy-relevant products for a range of audiences.
- Track-record in developing relationships with other research organisations and supporting local partners to deliver effective research products.
- Experience of training and mentoring researchers and supporting local partners preferable.
- Experience in project/programme and budget management processes preferable.
- Experience of working in insecure and fragile environments.

### **Skills and Abilities**

- Excellent analytical skills and the ability to write and present complex issues and information in English essential.
- Ability to work in a fast-paced, dynamic and political environment and rapidly deliver high-quality products on demand.
- Demonstrable ability to design and implement research methodologies and projects.
- Excellent interpersonal skills and an ability to lead, inspire and teach others.
- Cultural sensitivity and experience of working with a diverse range of colleagues and partners.
- Strong knowledge of the Somali context.
- Willingness to frequently travel to Somalia.
- Demonstrable commitment to the Platform's and RVI's core vision and principles.