ICMPD
International Centre for
Migration Policy Development

Vacancy Announcement VA19P090V01

Researcher (IP2)

Posting Date:	**5th July 2019**
Deadline for Applications:	**16th August 2019**
Duty Station:	**Vienna, Austria**
Start Date:	**1st October 2019**
Contract Duration:	**12 Months (Part-Time / 80%)**
Type of Post:	**International**

Organisational Overview:

The International Centre for Migration Policy Development (ICMPD) is an international organisation tasked with promoting innovative, comprehensive and sustainable migration policies. With 17 Member States and over 60 projects active throughout Europe, Africa, Asia and Latin America, ICMPD is a growing and ever-more relevant presence in its field. The organisation's greatest assets are its 200+ staff members, who personify its values of commitment, integrity, partnership, respect, and innovation in actions and decisions.

Project Overview:

ICMPD is inviting all interested candidates to apply for the Researcher position within the Research Unit. The position will contribute to the project "Perceptions: Understand the Impact of Novel Technologies, Social Media, and Perceptions in Countries Abroad on Migration Flows and the Security of the EU & Provide Validated Counter Approaches, Tools and Practices". The overall objective of this project is to better understand and investigate narratives about Europe, how they may lead to problems, and what type of tools to develop to counter negative impacts. ICMPD's role will be to:

- Screen policies (across the EU and partner countries) and existing data on narratives of migration and potential issues that can arise based on mismatches of expectations;

- Support the implementation of focus groups with policy makers and civil society organisations in 11 countries/research sites in North Africa and Europe (Algeria, Egypt, Tunisia, Cyprus, Greece, Italy, Spain, Bulgaria, Kosovo, Germany, UK) to identify needs and outline recommendations;

- Review and analyse past and current communication campaigns within the relevant countries, identifying strengths and weaknesses;

- Contribute to the development of a model and potential policy strategies to counter false narratives.

Please note that this position is subject to approval and availability of project funds.

Job Description:

The Researcher is responsible for analysis and content creation in support of medium-scale project-level scientific research outputs.

The Researcher engages in research planning, undertakes research, and drafts research related outputs. S/he is responsible for the management of research projects of low/medium complexity, as assigned. Within the assigned project, the Researcher coordinates and delivers research being responsible for the timely achievement of high-quality scientific outputs. S/he plans research activities continuously assessing outputs for quality and relevance and disseminates project´s scientific outputs through various channels.

The Researcher follows scientific discussions and developments in his/her specific thematic area. S/he advances internal information exchange on research findings and translates research findings into options for further policy development. S/he contributes to the development of ICMPD´s knowledge body by synthetizing research findings, by developing knowledge materials and by contributing to the development of new research initiatives and projects. S/he advances the state of knowledge in her/his particular field of expertise and disseminates immediate research findings at specialist events.

The Researcher works under the overall supervision of the Head of Research and the direct supervision of Project Manager(s) of the assigned projects, Researcher (IP3), or Senior Researcher for project-specific deliverables and collaboratively with members of the Project Teams and staff in PRS enhancing exchange and information sharing.

Tasks and Responsibilities:

1. Research in the Specific Fields of Expertise and for Projects:

- Plan and implement research-related outputs in the assigned activities of low/medium complexity guaranteeing scientific standards;
- Collect and compile research relevant data from various sources and according to scientific standards;
- Coordinate data collection and primary and secondary data analysis as well as qualitative empirical research;
- Analyse, organise, synthetise and present findings in appropriate formats;
- Select and apply data collection instruments and research methodology, tools and materials. Analyse, interpret and organise data;
- Draft research findings;
- Draft documents and analytical inputs including reports, research papers, reviews, summaries, policy relevant conclusions and presentations;
- Engage in drafting of scientific articles in specific area of expertise;
- Provide scientific input on specific area of expertise as requested;
- Prepare inputs to various types of policy outputs such as background papers, reviews, policy papers, blogs and policy discussions as required.

2. Research Monitoring, Networking and Engagement:

- Monitor and follow scientific discussions and developments in specific area of expertise;
- Participate in specialist events (conferences, workshops, project meetings, other for a);
- Exchange and share information with the community of the specific area of expertise through various means and forms of communication and events.

3. Management of Research Projects and Components, Research Quality and Knowledge:

- Plan, coordinate and undertake research studies of low/medium complexity and in selected areas of expertise;
- Coordinate and deliver research outputs. Review, comment and revise outputs of projects of low/medium complexity. Edit and proof-read;
- Coordinate and engage in data collection, primary and secondary data analysis as well as empirical research within the assigned project of low/medium complexity;
- Organise external and internal peer review as required;
- Prepare research-related inputs to project websites, publications, newsletters and social media;
- Review and assess research-related project results within the assigned projects for quality and relevance;
- Provide research-related inputs to internal and external requests in relevant area of expertise as requested;
- Share information and disseminate knowledge on specific expertise internally as requested.
- Present and defend immediate research findings;
- Design and organise (in coordination with project partners) project related events (including focus groups in selected countries), meetings, workshops and other activities;
- Direct small/medium scale research proposals and funding applications/bids;
- Prepare inputs to formulation of new large scale project concepts and proposals.

4. Team Management:

- Supervise the work of Assistants involved in the implementation of projects of low/medium complexity, as requested;
- Monitor quality and timelines of work outputs and provide guidance and feedback;
- Assess performance of the direct supervisees as well as motivate and mentor.

Key Results:
- Information and data collected and analysed according to applicable scientific criteria;
- Research inputs and data analysis prepared for projects and in ICMPD research and policy initiates;
- Research delivered in a timely and qualitative manner for assigned projects or initiatives;
- High-quality research-related outputs such as analyses, briefs, and background papers prepared;
- Research in specific areas of low/medium complexity planned, coordinated and undertaken
- Research findings from project implementation translated for further policy development;
- Project events (focus groups) conducted in relevant countries;
- Inputs to the formulation of new large scale research projects identified and prepared;
- Small/medium scale research proposals and funding applications/bids developed.

Incumbent Profile:

- A minimum of 3 years of position-relevant work experience in migration research;
- Knowledge of migration research, including theoretical approaches, methodologies and major empirical research and policy issues;
- Publication record, commensurate to the experience required;
- Good analytical and drafting skills;
- Good organisational skills;
- Knowledge of project cycle management;

- ❑ Experience in research within the framework of national or international research projects
- ❑ Experience in independently managing and coordinating small scale research projects will be an asset.

Corporate Qualifications:

- ❑ Experience in international context;
- ❑ Proficiency in (verbal/written) English and Arabic is required, proficiency in French is an asset;
- ❑ Master's degree related in social sciences or related field (e.g. migration studies, political science, sociology, gender studies, international relations, development studies, history, media and cultural studies, etc.).

Compensation:

ICMPD offers an attractive compensation package. This position is classified at IP2 Grade, with an annual net-base salary starting at EUR 43.512. Additional benefits include participation in the ICMPD Provident Fund, Health and Accident Insurance, six weeks' annual leave and, where applicable, dependent's and mobility allowances.

Application Procedure:

Interested candidates are requested to submit their application in English through the ICMPD online recruitment system at http://www.icmpd.org/work-for-us/current-vacancies by midnight (CET) of the closing date specified above. For this purpose, candidates will first need to register with the ICMPD website. Once the relevant data has been entered, candidates will be able to apply for vacancies.

Please note that in the course of the online application, the motivation letter and personal CV must be uploaded in the EuropeAid format in English. The template is available for download at http://www.icmpd.org/work-for-us/.

All applicants are encouraged to apply as soon as possible after the vacancy has been posted and well before the deadline stated above. Applications received after the published deadline, and offline applications submitted via email, fax or post, will not be considered.

Due to the high volume of applications, only short-listed candidates will be contacted and applicants are expected to be available for a personal/telephone interview.

In the event of a technical issue with your application, please email recruitment@icmpd.org.

General Information:

ICMPD retains the discretion to re-advertise the vacancy or to cancel the recruitment.

This position may entail frequent travel to high risk areas at short notice for the execution of the tasks and duties, which may warrant adherence to security protocols, and/or health procedures.