

ICMPD Job Profile

RESEARCHER¹

Main Purpose

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 projects, 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. Associate Researcher is responsible for analysis and content creation in support of project-level scientific research outputs. The Associate Researcher engages in research planning, undertakes research, and drafts research related outputs. S/he is responsible for the implementation of projects' components, as assigned. Within the assigned project, the Associate Researcher delivers research being responsible for the timely achievement of high-quality scientific outputs. S/he supports planning of research activities continuously assessing outputs for quality and relevance and disseminates project's scientific outputs.

Role

Under the supervision and guidance of the Head of Research and the direct supervision of Project Manager(s) of the assigned projects, 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 synthesizing 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.

Functions / Key Results Expected

- 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 empirical research in projects of low/medium complexity.
- Analyse, organise, synthesise and present findings in appropriate formats.

¹ This project profile is classified at IP2.

- 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 areas of expertise.
- Provide scientific input on the 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.
- Monitor and follow scientific discussions and developments in specific area of expertise.
- Participate in specialist events.
- Exchange and share information with the community of the specific area of expertise through various means and forms of communication and events.
- 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(s) 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.
- Share information and disseminate research findings. Contribute to internal discussions, and write blogs and inputs to social media and websites on specific area of expertise.
- Design and organise project related events, 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.
- Oversee the work of Associate Researchers and/or 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.
- Provide feedback on the performance of the Associate Researchers as well as motivate and mentor.

Required Expertise

- Ability to provide research inputs and data analysis prepared for projects and in ICMPD research and policy initiatives.
- Capability to prepare high-quality research-related output, analysis, briefs and background papers.
- Ability to plan research in specific areas of low/medium complexity and to review and revised research-related project outputs, to ensure quality and scientific standards.
- Capability to establish good working relations with project partners, beneficiaries, and other stakeholders to ensure effective coordination in the assigned area of work.
- Timely and qualitative support provided to research in specific areas assigned.

Qualifications, Experience and Language Skills

- Master's Degree related to the area of work.
- Minimum of 3 years of 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.
- Experience in research within the framework of national or international research projects.
- Experience in independently managing and coordinating small-scale research projects and independently managing and conducting fieldwork, an asset.
- Proficiency in (verbal/written) English, proficiency in a major EU language, Russian, or Arabic is an asset.
- Proficiency in use of standard IT tools.