

## JOB PROFILE

<b>Job Title:</b>	<b>Research Manager - Global Prioritisation Exercise</b>
<b>Location:</b>	London or Cardiff (currently remote)
<b>Reports to:</b>	Director of Policy Engagement & Communication
<b>Budget Responsibility:</b>	N/A
<b>Line management responsibility:</b>	N/A
<b>Child Safeguarding Level:</b>	1

## ABOUT US

### Overview

We are [Elrha](#). A global charity that finds solutions to complex humanitarian problems through research and innovation. We are an established actor in the humanitarian community, working in partnership with humanitarian organisations, researchers, innovators, and the private sector to tackle some of the most difficult challenges facing people all over the world.

We equip humanitarian responders with knowledge of what works, so that people affected by crises get the right help when they need it most. We have supported more than 200 world-class research studies and innovation projects, championing new ideas and different approaches to evidence what works in humanitarian response.

### Our Programmes

Elrha has two successful humanitarian programmes; [Research for Health in Humanitarian Crises](#) (R2HC) and the [Humanitarian Innovation Fund](#) (HIF).

#### R2HC:

The R2HC programme aims to improve health outcomes for people affected by humanitarian crises by strengthening the evidence base for public health interventions.

This globally recognised research programme focuses on maximising the potential for public health research to bring about positive change in humanitarian response and helps inform decision making in humanitarian response.

Since it was established in 2013, it has funded more than 50 research studies across a range of public health fields, bringing together researchers and humanitarian practitioners to undertake vital research.

#### The HIF:

The HIF programme improves outcomes for people affected by humanitarian crises by identifying, nurturing and sharing more effective, innovative and scalable solutions.

The HIF is a globally-recognised programme leading on the development and testing of innovation in the humanitarian system. Established in 2011, it was the first of its kind: an independent, grant-making programme open to the entire humanitarian community. It now

The logo for Elrha, featuring the word "elrha" in a bold, lowercase, blue sans-serif font.

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leads the way in funding, supporting, and managing innovation at every stage of the process.

The HIF's portfolio of funded projects has informed a more detailed understanding of what successful innovation looks like, and what it can achieve for the humanitarian community. This work is leading the global conversation on innovation in humanitarian response.

## OPERATIONAL CONTEXT

Elrha is a charity and wholly owned subsidiary of Save the Children. It is accountable to its Board of Trustees and is able to benefit from core services provided by Save the Children UK.

## JOB PURPOSE

The Research Manager is a pivotal support role for the Global Prioritisation Exercise (GPE), an ambitious, year-long research and consultation programme. It aims to support the global humanitarian community to identify priorities for research and innovation funding.

The research will also map the global funders and actors working on humanitarian research and innovation and seek to quantify the overall annual value of resources invested in humanitarian research and innovation.

The aim of the programme is to increase the impact of global research and innovation investments by enabling them to be directed to the most pressing needs and by supporting greater coordination and reducing duplication of effort and investment.

This Research Manager role will oversee in the commissioning, contracting and monitoring of multiple research and consultation outputs to support delivery of this critical programme. You'll bring your research, analytical, design and reporting expertise to the team, drawing upon a strong combination of both qualitative and quantitative experience. You'll also need excellent project management skills to help ensure the GPE meets all the success criteria.

## KEY ACCOUNTABILITIES

### Research Support

- Manage the commissioning process to Elrha procurement guidelines to commission and contract researchers to deliver on this programme.
- Provide expertise in the delivery of a portfolio of research projects, from updating methodology to reviewing work.
- Review research protocols and compile insights from across Elrha and other relevant reports and projects.
- Act as first point of contact for commissioned agencies and be proactive in resolving issues
- Provide expertise in the delivery of research and policy outputs e.g. summaries, briefing papers, blogs and associated content.

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## **Project Management**

- Manage the delivery of multiple research projects and consultations to key deadlines and budgets.
- Coordinate the scheduling and organising of consultation meetings, conferences and events for the reference and working group for this project.
- Track project progress periodically and report on this to the director, reference and working groups.
- Work with the director to resolve research issues promptly and accurately.

## **External Engagement**

- Engage with external parties to encourage participation in selected meetings, conferences and events.
- Participate in relevant research and with communities of practice to facilitate dialogue on research needs and priorities.
- Identify opportunities for strategic engagement to help expand the reach of the Global Prioritisation Exercise.
- Facilitate technical discussions related to thematic aspects of the Global Prioritisation Exercise.
- Share evidence generated through the Global Prioritisation Exercise.

## **Other Duties:**

Supporting the overall impact of the work of Elrha:

- Contribute to the work of Elrha's Senior Leadership Team by identifying key stakeholders and critical opportunities for the Global Prioritisation Exercise to influence humanitarian policy and practice
- Contribute to other Elrha-led programmes of work as required.

## **Working contacts:**

### Internal:

- Director of Policy Engagement and Communications, Director of Programmes, Head of Communications, Head of R2HC, Head of HIF

### External:

- Reference and Working Group for the Global Prioritisation Exercise
- Research agencies

## PERSON SPECIFICATION

### ESSENTIAL

#### *Qualifications and experience:*

- Strong academic background in a research related discipline
- Considerable experience in a research and /or evaluation related role carrying out qualitative research methods.
- Experience of managing and commissioning research projects, ensuring scope and deadlines are agreed and met to the clients' satisfaction
- Strong, demonstrable experience of the design and use of both qualitative and quantitative research methods, preferably in emergency contexts.
- Strong project management experience.

#### *Skills and abilities:*

- A proven ability to manage a large and complex workload, working at times to short deadlines.
- Analytical skills, including ability for effective use and interpretation of evidence.
- Strong communications skills and the ability to communicate effectively with a range of different audiences and stakeholders.
- Manage publications and other external outputs as required by the programme.
- Ability to work independently and flexibly, whilst also being committed to a team approach.
- Ability to plan and organise work to meet individual and programme objectives.
- Willingness and ability to travel overseas, sometimes at short notice.

#### *Knowledge:*

- Knowledge of the humanitarian sector
- Understanding of the challenges of conducting rigorous research in humanitarian response settings
- Familiarity with the humanitarian coordination mechanisms, including the clusters, at country and global level

### DESIRABLE:

- PhD or equivalent
- Record of published research

### **Child Protection level**

Level 1 - the responsibilities of the post do not require you to have contact with children or young people.

*We are committed to the safeguarding and protection of children and vulnerable people in our work. We will do everything possible to ensure that only those who are suitable to work*

*with children and vulnerable people are recruited to work for us. This post is subject to a range of vetting checks including a criminal records disclosure.*

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