

Opening Date: 2 October 2018
Closing Date: 16 October 2018
Location: Tortola
Vacancy Notice No. MHSD 22 of 2018
Ministry/Department/Unit: Ministry of Health and Social Development
Position Details: 3 month period

JOB VACANCY NOTICE Lead Researcher

Government of the Virgin Islands



ROLE SUMMARY

The Ministry of Health and Social Development is recruiting a Lead Researcher to conduct the research activities of the Participatory Poverty Assessment (PPA) in collaboration with the Social Development Department.

MAIN RESPONSIBILITIES

1. Conduct research and analysis in a timely manner providing overall direction and supervision to the field research team.
2. Review national policy documents on sustainable socioeconomic development, poverty and vulnerability reduction: country poverty assessment reports, secondary data on target communities and/or regions.
3. Adapt the PPA process and methodology in keeping with the objectives and research agenda set out by the National Assessment Team and develop a detailed plan for the PPA, including a risk management element and monitoring and evaluation work.
4. Review customize the research instruments based on country context,
5. Provide guidance on the selection of Supervisors and Facilitators for the field research team.
6. Lead the PPA field research teams' development/training on the PPA process and data collection methods.
7. Manage large quantity of data and check accuracy of data collected.
8. Conduct independent policy analysis and gap analysis.
9. Prepare a draft report which details the findings of the PPA and recommendations for policy change and action in consultation with PPA stakeholders.

WORKING CONDITIONS/ ENVIRONMENTAL FACTORS

- Field work

MINIMUM QUALIFICATIONS AND EXPERIENCE

- Master's Degree in social sciences or other related field
- Knowledge of the British Virgin Islands (or similar jurisdictions), social, cultural, political, economic context highly desired
- Excellent verbal and written communication skills
- Excellent empirical skills
- Experience in conducting qualitative research, in data coding and analysis, participatory training and assessment and gender analysis
- Working experience in data analysis, and qualitative, using participatory approaches.

HOW TO APPLY

Interested candidates are kindly ask to submit a letter of interest and fee proposal to:

Permanent Secretary
Ministry of Health and Social Development
Road Town, Tortola VG 1110
British Virgin Islands

Tel: 284-852-7742

Or by email: ministryofhealth@gov.vg

Important Notice: Qualified candidates who are considered for potential employment with the Government of the Virgin Islands may be requested to provide further criminal history record information. Evidence of a criminal conviction or other relevant information obtained shall not automatically disqualify an individual from employment with the Government of the Virgin Islands.