

Job Overview			
Job Title	Senior Reseacher		
Reports to	Programme Directors		
Direct Reports	None		
Unit		Review Date	October 2023
Department/ Section	Programmes	Grade	17
Location	One of GPAF's current locations but flexible as GPAF implements a hybrid work location model with Work-from-home being the main base of our work location.		

<b>Main Purpose of the Role</b>	<p>Planning and coordination of research, information analysis, management of internal and external researchers on an assignment-basis and contributing to published materials for campaigns within Greenpeace Africa's programme mix:</p> <ul style="list-style-type: none"> <li>▪ Contributing to the development and implementation of campaign plans and ongoing evaluation of plans highlighting the role of research in creating impactful campaigns</li> <li>▪ Development of global information acquisition strategies and systems</li> <li>▪ Coordination of research projects</li> <li>▪ Coordination and management of internal and external researchers, including training and security management.</li> <li>▪ Contribution to and verification of campaign publications (reports, briefings, fact sheets, press releases)</li> </ul>
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Principal Accountabilities		
Key Results Areas	Main Duties	% of Job
<p><b>Coordinate overall research work for Greenpeace Africa</b></p> <ul style="list-style-type: none"> <li>▪ Prioritize research needs and activities and keep planning up to date</li> <li>▪ Data analysis, preparation of research reports</li> <li>▪ Contribution to and verification (fact and consistency based) of Greenpeace Africa publications</li> <li>▪ Conduct research</li> </ul>	<ul style="list-style-type: none"> <li>▪ Research work plan is updated regularly. Regular reporting at agreed frequency.</li> <li>▪ Identify research needs for Greenpeace Africa projects and campaigns</li> <li>▪ Research reports and recommendations for campaign available</li> <li>▪ GP outputs and evaluation of smooth and affective fact-check process</li> </ul>	35%
<p><b>Guide, support and manage internal and external research staff</b></p> <ul style="list-style-type: none"> <li>▪ Set objectives</li> <li>▪ Supports and oversees their work – is accountable</li> </ul>	<ul style="list-style-type: none"> <li>▪ Action plan staff objectives and annual objectives</li> </ul>	15%

**Note:**

This job description has been designed to indicate the general nature and level of work performed by jobholders within this role. It is not designed to contain, or be interpreted as, a comprehensive list of all duties, responsibilities and qualifications required of jobholders assigned to the job. From time to time, job holders in this role may be assigned additional tasks of a similar nature.

<ul style="list-style-type: none"> <li>Maintaining active network (internal and external)</li> </ul>	<ul style="list-style-type: none"> <li>Share reports he/she gets from staff and monitoring system and data</li> <li>Networks trainings or incentives</li> </ul>	
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<b>Monitoring external developments to inform the campaign team</b> <ul style="list-style-type: none"> <li>Online and via network monitoring to identify new opportunities or threats</li> </ul>	<ul style="list-style-type: none"> <li>Written Reports (minimum 1 per month to project leaders) to team</li> <li>Active participation in core team calls</li> </ul>	20%
<b>Prepare substantive briefings and updates to inform colleagues</b> <ul style="list-style-type: none"> <li>Sum up information collected from research to make is available for the team</li> <li>Provide campaign recommendations</li> </ul>	<ul style="list-style-type: none"> <li>Written reports (minimum 1 per month to project teams)</li> <li>Active participation in programme calls</li> <li>Clear recommendations formulated</li> </ul>	30%

**Critical Working Relationships**

**Internal**

<b>Audience</b>	<b>Reason for Contact</b>

**External**

<b>Audience</b>	<b>Reason for Contact</b>

**Required Qualifications & Experience**

<b>Preferred Qualifications</b>	<ul style="list-style-type: none"> <li>Minimum Master’s Degree in Sciences or Business</li> </ul>
<b>Preferred Experience</b>	<ul style="list-style-type: none"> <li>Minimum of three years remotely leading high-level multiple, concurrent cross-cultural knowledge management or research project teams in a complex global organization</li> <li>Experience and knowledge of at least one of the organization’s international campaign issue areas</li> <li>Experience in research (field and desktop)</li> <li>Experience in working in Africa is a plus (in particular in Congo Basin)</li> <li>Experience working in an international and multicultural teams</li> <li>Ability and willingness to travel frequently both on the African continent and beyond</li> </ul>

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Required Skills & Behaviors	
Skills	Behaviors

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