



Rift Valley Institute

Job Description

Research Officer - Ethiopia Conflict Sensitivity Hub

Employment Type: Full-time, until the end of March 2027, renewable subject to funding.

Location: Addis Ababa, Ethiopia. Travel to other regions might be required.

No. of Positions: 2

Job Overview and Purpose

The Rift Valley Institute (RVI), in collaboration with Mercy Corps and with funding from the Global Affairs Canada (GAC) and the UK Foreign and Commonwealth Development Office (FCDO), has set up the Ethiopia Conflict Sensitivity Hub (ESCH). The primary purpose of the Hub is to promote conflict-sensitive approaches among humanitarian, peacebuilding, and development actors working in Ethiopia. It aims to prevent conflicts that may inadvertently arise from the actions of local and international Humanitarian, Development and Peace (HDP) actors. Furthermore, the ESCH seeks to enhance the contributions of HDP actors to peacebuilding, thereby promoting sustainable peace and development by strengthening the capacity of individuals and organizations.

The Hub's activities are centred around three key pillars: **research and analysis**, **capacity development**, and **convening**. The ESCH is hosted by Mercy Corps with support from a consortium of partners, including the Rift Valley Institute, which leads the research and analysis pillar.

RVI is recruiting two Research Officers (ROs) who will be responsible for conducting research activities of the Hub, including writing research updates, undertaking issue-specific research projects and conflict assessments.

Under the supervision of the Research Advisor, the Research Officers will be responsible for the design of research projects, data collection, analysis and report writing at the Hub. This involves identifying relevant conflict sensitivity research themes, issues, and processes, conducting conflict analyses. The Research Officers will also be responsible for hiring consultants, including by drafting terms of references and subsequently reviewing the various stages of research processes. Additionally, the Research Officers will assist in identifying, locating, reviewing, and summarizing relevant conflict-sensitive research outputs, preparing guidance notes to ensure HDP actors and the broader conflict sensitivity community have access to the research information.

Reporting Structure

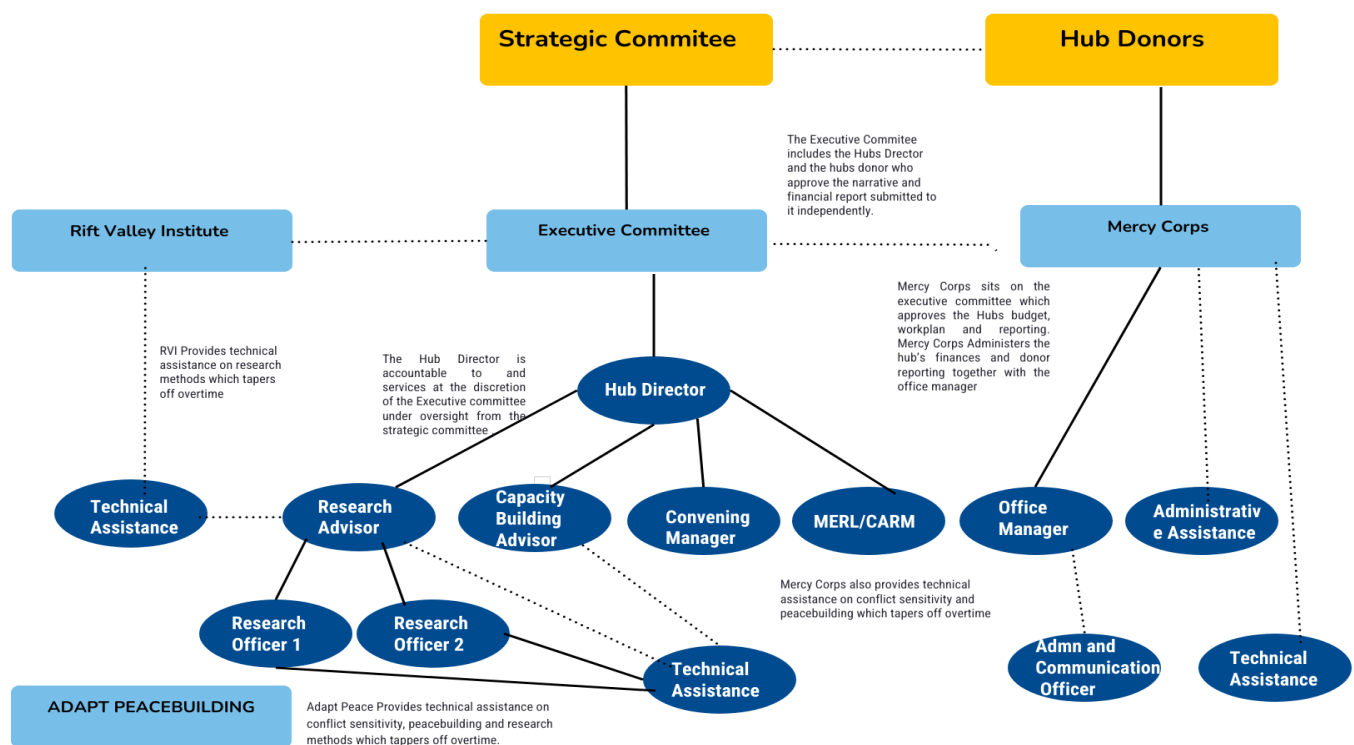
The Research Officers report to the Research Advisor, who provides guidance and oversight on all the research activities of the CS Hub.

Key Working Relationships

The Research Officers will :

- Closely work with The Research Advisor and collaborate with the Capacity Building Advisor, Convening Manager of the Hub, and the RVI Ethiopia team.
- Collaborate with key HDP actors and stakeholders in the design, implementation and dissemination of collaborative research projects.
- Collaborate with national and international consultants on the timely delivery of research outputs.

Organo-gram



Key Responsibilities

Conducting research and data analysis (60%)

- Under the guidance of the RA, work with consultants and partners to develop research projects, methodologies and frameworks, facilitate data collection and analysis.
- Conduct literature reviews to identify, locate, and summarize relevant conflict-sensitive research outputs.
- Collect, analyse, and interpret data from diverse sources, ensuring data quality and maintaining a safe repository.
- Prepare detailed reports, presentations, and publications based on research findings.
- Prepare guidance notes and other knowledge products to ensure accessibility of research findings to HDP actors and the broader conflict sensitivity community.

Managing research projects (20%)

- Contribute to the planning and timely completion of all research activities of the ESCH
- Support the Research Advisor in overseeing the work of external researchers and consultants and ensuring quality and ethical standards
- Assist in maintaining and managing an online research data base and research repository for the Hub.
- Develop research budgets, monitor and prepare financial reports.
- Contribute to the drafting donor reports

Convening of Research Dissemination and learning events (20%)

- Assist in organizing and facilitating Conflict Sensitivity learning and dissemination workshops, seminars, and webinars and administering blogs.

Others

Carry out other roles as assigned by the Research advisor.

Person Specification:**Knowledge and Qualifications:**

- Master's degree in Political Science, Peace and Security, International Development Studies, Law and/ or related fields.
- Sound understanding of conflict and peace analysis, conflict and peace sensitivity principles, do no harm approaches, peace and conflict impact assessment, aid for peace approaches and the Humanitarian-Development-Peace (HDP) nexus.

Experience:

- Minimum of three years of professional experience in conducting research, analysis, and knowledge production in the areas of conflict analysis, assessments, conflict sensitivity, do not harm and the HDP nexus.
- Experience with mixed research methods, including qualitative and quantitative tools, and proficiency in the use of relevant research software (e.g. SPSS, NVivo,)
- Experience in designing research projects, developing data collection instruments, and managing data collection processes
- Experience working with INGOs and/or local Civil Society Organizations in conflict and peace research and analysis is an added advantage.
- Experience in knowledge production and dissemination, including report writing and presentations
- Experience in developing budget, utilisation tracking and monitoring and preparing financial reports.

Skills and Abilities:

- Strong analytical and research skills, including the ability to critically evaluate information from various sources by keeping abreast of current policy developments and trends in the field.
- Strong writing skills with ability to deliver informed and applied research products in detailed report formats, presentations, and publications for a wide range of audiences

- Able to work collaboratively in a team environment and to build effective working relationships with diverse stakeholders.
- Proficiency in using research tools and software relevant to data collection and analysis.
- Strong communication skills in English and at least one additional Ethiopian language.
- Excellent organizational and time management skills, with the ability to manage multiple tasks to meet competing deadlines.
- Commitment to RVI's values and principles

Benefits

The Research Officer will receive a competitive salary, a comprehensive pension plan, health insurance coverage and additional benefits including professional development resources.

RVI is an equal opportunity employer and we strongly encourage qualified women to apply.

This is a national hire and the vacancy is open only to Ethiopian nationals and those with the right to work in Ethiopia.