

Associate Director, Human Trafficking Research Initiative

Position Summary

The Human Trafficking Research Initiative (HTRI) is U.S. Department of State-funded project that brings together implementing organizations, policymakers, and researchers to build the body of evidence on interventions to reduce human trafficking and protect victims and survivors of trafficking. HTRI fosters partnerships between researchers and practitioners; innovates on and improves the research methods for studying human trafficking; initiates formative pilot testing of programs; and conducts large-scale studies on the efforts to prevent trafficking, prosecute crimes, and protect trafficked persons. Cecilia Hyunjung Mo (UC Berkeley) and Guy Grossman (University of Pennsylvania) serve as scientific advisors for HTRI.

Responsibilities

40% - Lead the delivery of day-to-day project management, outreach, and communications for HTRI

- Oversee grant reporting (including technical updates, financial reporting, and updates to the project research and monitoring plan)
- Keep abreast of academic literature in human trafficking and work with team members to produce research and policy outputs relevant to communicate IPA's work in this space
- Develop new relationships and communicate with key research and policy stakeholders
- Build HTRI's researcher network, with a focus on diversity, equity, and inclusion, to include and represent researchers from countries where human trafficking research takes place
- Develop new and update existing presentations, webinars, policy briefs, research and learning agendas, white papers, project one-pagers, website content, blog posts, and other content to improve the use of rigorous research methods in human trafficking programs
- Work with team members to plan and carry out dissemination events, and present results to policymakers

40% - Lead the solicitation, award, monitoring, and close-out of subawards

under HTRI's Competitive Research Fund

- Oversee drafting and donor approval of new and updated solicitation documents
- Recruit and convene a selection panel for each round of requests for proposals
- Provide support to researchers, NGOs, and other prospective grantees through emails, scheduled calls, and website resources, enabling teams to provide strong, relevant, and responsive applications to the HTRI Competitive Fund
- Work closely with other HTRI staff and IPA's Grants and Legal teams to follow IPA's subaward policies and procedures in drafting and executing subawards to selected research teams
- Provide ongoing monitoring and support to grantees during the term of their subawards, closely monitoring their research progress and spending rates,

and work with HTRI staff and the Grants and Grants Finance Management teams to process invoices and draft and execute subaward extensions/amendments as needed

- Close out subawards on time and on budget

20% - Provide technical leadership on human trafficking internally and externally

- Serve as one of IPA's in-house experts on human trafficking, working externally at a global level as well as internally with IPA's Policy, Communications, and Right-Fit Evidence teams and country offices to develop a robust body of policy-relevant evidence on human trafficking.
- Develop and maintain relationships with key partners in the sector, including HTRI's scientific advisors and other academics, funders, governments, NGOs, and policy partners.
- Represent IPA and share evidence at high-level external policy and research functions
- Lead new project development efforts, including fundraising efforts to support core HTRI activities as well as new research studies in topics adjacent to human trafficking

Qualifications

Required

- At least five years of relevant work experience in research, monitoring and evaluation, public policy, or international development
- Expertise in human trafficking, migration and displacement, worker rights, or relevant field
- Experience implementing research or programs in low or middle-income countries
- Demonstrated project management skills, including strong attention to detail and ability to

prioritize and manage multiple

assignments simultaneously with minimal supervision

- Excellent verbal and written communication skills, including the ability to express ideas clearly and effectively communicate with

diverse stakeholders using clear, precise, non-technical presentation/writing skills

- Ability to manage high-level relationships with partner organizations, donors, and government officials

- Strong interpersonal skills and cultural sensitivity to effectively work with global teams across cultures, work styles, and time zones

- Excellent computer proficiency (Google Suite and Microsoft Office)

- Master's degree in a relevant social science field, such as economics, public policy, political science, or international development

- Coursework in graduate-level statistics or demonstrated ability to interpret regression outputs; experience in the design and management of randomized controlled trials a plus

Preferred

- Flexible, self-motivating, able to manage multiple tasks efficiently

- Demonstrated ability to work at a high level with a focus on outcomes and continuous improvement

- French or Spanish professional proficiency a plus

Compensation:

IPA's compensation structure is designed based on the labor market for the specific geographic location where the employee is located. We are offering the following salary ranges for this position:

- Associate Director is classified as D1 on IPA's global job structure.

- For US-based employees, the starting annual gross salary is \$99,000 with a maximum of \$125,000

- The salary for locations outside of the US will vary depending on IPA's salary scale ranges for that specific location.

Actual base salary may vary based upon, but not limited to, relevant experience, base salary of internal peers, business sector, and geographic location.

Reports to

Director, Human Trafficking Research Initiative

Deadline to Apply

June 30th, 2024

Location

Anywhere within the U.S. where our IPA is registered, including the following states: AZ, CA, CT, DC, FL, GA, IA, IL, MA, MD, MN, NC, NJ, NY, PA, TX, VA, WA, WV.

Alternatively, the position can be based in one of our IPA country offices located in: Bogota, Colombia, Mexico City, Mexico or Lima, Peru

Application Instructions

[Click here](#) to apply now. Please include a cover letter in your application

About IPA

Innovations for Poverty Action (IPA) is a research and policy nonprofit that discovers and promotes effective solutions to global poverty problems. IPA brings together researchers and decision-makers to design, rigorously evaluate, and refine these solutions and their applications, ensuring that the evidence created is used to improve the lives of the world's poor. In recent decades, trillions of dollars have been spent on programs designed to reduce global poverty, but clear evidence of which programs succeed is rare, and when evidence does exist, decision-makers often do not know about it. IPA exists to bring together leading researchers and these decision-makers to ensure that the evidence we create leads to a tangible impact on the world. Since its founding in 2002, IPA has worked with over 600 leading academics to conduct over 900 evaluations in 52 countries. This research has informed hundreds of successful programs that now impact millions of individuals worldwide.

IPA's Commitment to Diversity, Equity, & Inclusion (DEI)

As an organization, IPA is dedicated to improving the lives of the world's most vulnerable populations through evidence and policy. We also recognize how important it is for our staff to reflect the diversity of the places where we work and the communities we work with. As such, IPA is committed to hiring from a diverse pool of candidates, from a range of backgrounds, beliefs, experiences, and perspectives. We know that this makes our work stronger and more responsive to the challenges faced by those we work with and for and we encourage people from historically underrepresented groups to apply. [Click here](#) to learn



more about IPA's commitment to diversity, equity, and inclusion.

Innovations for Poverty Action is an affirmative action-equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, protected veteran status, or any other protected class. IPA will endeavor to make a reasonable accommodation to a qualified applicant with a disability unless the accommodation would impose an undue hardship on the operation of our business. If you believe you require such assistance to complete this form or to participate in an interview, please contact us at jobs@poverty-action.org or via phone at 1-202-386-6200. The above statements are intended to describe the general nature and level of the work to be performed by the specified position. The statements are not intended to be an exhaustive list of all possible duties, tasks, and responsibilities. Management reserves the right to amend and change responsibilities to meet organizational needs as necessary. Please note that IPA will never request any form of payment from an applicant. Applicants are encouraged to confirm the information listed above with IPA prior to releasing any extensive personal information to the organization. Please direct questions to jobs@poverty-action.org. Please note that only qualified applicants will be contacted by the hiring manager