

Research Associate

Position Summary

IPA Mexico is looking to hire a part time Research Associate (RA) to provide technical support to a portfolio of financial inclusion and consumer protection research projects. This dynamic role provides a unique opportunity to get exposure to all aspects of mission-driven international research and provides a high potential for growth within the team. We are looking for individuals who share our passion for a data-driven approach to identifying, scaling, and continuously improving programs. IPA is seeking a highly motivated and qualified individual with outstanding research, project management, and data analysis expertise.

Responsibilities

80%

- Clean data on an ongoing basis.
- Conduct data analysis and produce dissemination materials such as presentations, final reports, evidence briefs.
- Support in the analysis of administrative data and national surveys
- Ensure data quality through IPA tools and adherence to IPA's Minimum Must Dos.
- Undertake literature reviews and assist with various research project tasks.

20%

- Regularly communicate project updates to supervisor
- Actively liaise and communicate with the implementation partner and Principal Investigators (PIs) to ensure smooth project delivery.
- Develop reports and presentations in both Spanish and English.

Qualifications

Required

- Candidates must be enrolled in an academic institution in Mexico and must provide a letter of support from this institution (individuals that are still in the process of graduating, i.e. writing their thesis are eligible).
- Bachelor's degree in economics, statistics, public policy, or another relevant quantitative social science discipline.
- Knowledge of the following software: Stata and R.
- Knowledge of experimental and quasi-experimental impact evaluation methods: Randomized Control Trials, natural experiments, etc.
- Proven experience in conducting research activities, particularly data cleaning and analysis.
- Proficiency in the foundational principles of statistics and econometrics.
- Prior experience in data management and analysis.
- Adeptness in communicating effectively with various audiences, including peers, enumerators, and supervisors.
- Strong communication abilities in Spanish and English.
- Strong organizational skills, acute attention to detail, and the capability to work autonomously.
- Experience setting up and monitoring data collection in survey software, such as SurveyCTO or KoboToolbox.
- Mexican national, permanent resident or Mexican work visa required.
- Applicants must be able to attend in person meetings in Mexico City, and work with data that can only be accessed and used at the offices of project partners in Mexico City.

Preferred

- Strong background in economics and financial inclusion
 - Minimum of 1 year of work experience, preferably in a research-related role. Pre-graduation experience is acceptable.
 - Previous experience working in financial inclusion or consumer protection projects.
 - Previous experience using Qualtrics, including advanced survey programming with Java.
- Experience setting up and monitoring data collection in survey software, such as SurveyCTO or KoboToolbox.

Reports to

Associate Research Manager

Deadline to Apply

August 23rd, 2024

Location

Mexico City

Application Instructions

[Click here to apply now.](#)

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.

Safeguarding at IPA

At Innovations for Poverty Action (IPA), we are committed to creating a safe and respectful environment for all individuals, particularly children and vulnerable adults. As IPA adheres to strict safeguarding principles, selected candidates will be expected to adhere to these standards. By joining IPA, you become part of a team dedicated to ethical conduct, social responsibility, and meaningful impact in the fight against global poverty. Together, we work to create a better world where everyone has the opportunity to thrive with dignity and respect.

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.