

# Gender Research and Policy Advisor

## Position Summary

Innovations for Poverty Action (IPA) Rwanda in collaboration with the Gender Monitoring Office (GMO), is seeking a Gender Researcher and Policy Advisor to work with GMO to undertake strategic and technical lead in gender data collection and management, and policy analysis to support gender accountability work in Rwanda.

The candidate will be recruited through the Embedded Evidence Lab to be housed within GMO supported by IPA Rwanda. This Lab draws on and catalyzes investments in, the increasingly rich array of gender datasets available within Rwanda's Gender ecosystem. It aims to support the enhancement of gender data infrastructure, as well as capacity development for data-driven policymaking within GMO and its collaborative agencies.

## Responsibilities

- Support the development and implementation of strategies to build the data infrastructure and personnel capacity for the evaluation of government policies across the NST sectors.
- Support the development of gender high-quality policy briefs in selected sectors and advise on their dissemination strategies.
- Support the high monitoring Council and the Executive Secretariat on data diagnostic including developing tools for exploring and cleaning data from the Gender Management Information System.
- Collaborate with the GMIS both at GMO and in other relevant government institutions teams to support the system-strengthening process.
- Communicate findings of analyses to key stakeholders in GMO and the broader policy community and provide technical assistance to use findings to inform policy and program implementation.
- Support GMO in the identification and implementation of evidence-based best practices across other goals, as mutually agreed upon.
- Establish formal structures for the embedded evidence lab.
- Conduct host institution staff capacity building.
- Co-create and establish a detailed vision of the lab including lab services, establishing the strategic plan of the lab, etc
- Establishing monitoring and evaluation framework of the lab to track progress and impact of the gender lab activities.

## Qualifications

### Required

- A master's degree in a field related to Gender development studies, and/or Public Policy, Economics and Public Development and analysis, Health policy etc.
- Minimum of 7 years of experience in data analysis and forecasting including excellent skills in Excel and relevant statistical tools (STATA, R, EViews)
- Minimum of 5 years of proven experience in a related field such as policy development and/or in gender sector, project design, and management with multiple stakeholders across various sectors and have good skills to work closely with Gender sector partners.
- Strong reporting, organizational, and communications skills, ability to meet deadlines, flexibility, resourcefulness, patience, time management, facilitation skills, diligence, and readiness to work under pressure.
- Knowledge of Data Visualization tools such as PowerBi, R Shiny, or Tableau would be an added value;
- A proven ability to inspire, coach, and develop others, including people from different backgrounds and cultures.

## Reports to

Research and Policy Manager

## Deadline to Apply

October 4th, 2024

## Location

Rwanda Office

## 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.

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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](mailto: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](mailto:jobs@poverty-action.org). Please note that only qualified applicants will be contacted by the hiring manager