# JOB OVERVIEW

<table>
<thead>
<tr>
<th>JOB TITLE</th>
<th>Research Manager</th>
</tr>
</thead>
<tbody>
<tr>
<td>HOURS OF WORK</td>
<td>Full time (35 hours per week)</td>
</tr>
<tr>
<td>DURATION</td>
<td>Available until August 2024, subject to a probationary period of 3 months</td>
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<tr>
<td>LOCATION</td>
<td>Senegal</td>
</tr>
<tr>
<td>Travel</td>
<td>5-10%</td>
</tr>
<tr>
<td>REPORTING TO</td>
<td>Senior Research Manager</td>
</tr>
<tr>
<td>DIRECT REPORT</td>
<td>None</td>
</tr>
<tr>
<td>SALARY</td>
<td>Competitive - dependent on experience</td>
</tr>
</tbody>
</table>

## ABOUT ESSA

Education Sub Saharan Africa (ESSA)’s vision is a high-quality education that equips millions of young people in sub-Saharan Africa (SSA) with the skills they need for work, enables them to achieve their ambitions, and strengthens society. Therefore, we bring together a network of young people, educators, funders, and policymakers and provide them with data and evidence to make good decisions and to change the system. This is an exciting opportunity to join a small but passionate and driven team based in Africa and Europe, to play a key role in advancing our work, impact, and partnerships in sub-Saharan Africa and beyond.

ESSA’s values are at the heart of everything we do, and they are:
- **Evidence-driven**: We are driven by data and evidence to find what works best, building an evidence alliance for education in sub-Saharan Africa.
- **Solutions-focused**: We seek the highest impact for young people and educators in sub-Saharan Africa with the cost-effective funds we invest.
- **Strengthening Trust**: We strive to create supportive environments, building trust with the communities we work with.
- **Always learning**: Everyone’s opinion is valuable; we develop solutions through teamwork.

To find out more about ESSA, visit essa-africa.org.

## ABOUT THE ROLE

The Research Manager (Senegal) role is a new and important position within the ESSA team. The post is in collaboration with the Research for Equitable Access and Learning (REAL) Centre at the University of Cambridge, with funding from the Bill & Melinda Gates Foundation. The postholder will make significant contribution to work related to the African Education Research Database, with emphasis on foundational literacy and numeracy in Senegal. In particular, the postholder will identify researchers, map and analyse education research and data from universities, research institutions, and other organisations focusing on
foundational literacy and numeracy in Senegal. This will include research in local journals and ‘grey’ literature such as working papers. The postholder will also develop key professional relationships with a range of research/project implementation partners, policymakers, and practitioners in Senegal and beyond. The individual will provide these stakeholders with relevant data and insight to make evidence-based decisions and will help to raise the work of African researchers extensively. The postholder will liaise with colleagues in ESSA engaged in related aspects of the work, focused on early childhood development, and will work closely with colleagues in the REAL Centre who are developing the protocols for mapping research on foundational literacy and numeracy as well as early childhood development. They will also engage with those in the team leading the communications and other aspects of the work.

RESPONSIBILITIES INCLUDE

• Adapt the existing methodological documents for mapping foundational literacy and numeracy research and researchers, for relevance to the work to be done in Senegal.
• Use the methodology to identify research publications and data from Senegal since 2010 and support the search on other focus countries (Ghana, Kenya, and Tanzania).
• Review and evaluate the literature in Senegal to identify common themes, findings, and gaps/priorities in research on foundational literacy and numeracy.
• Prepare research outputs such as a synthesis of findings, peer-reviewed academic journal publication, and blogs.
• Help with the planning, preparation, and management of in-person, hybrid and virtual events.
• Use lessons and reports from Monitoring, Evaluation and Learning to improve project delivery.

PERSON SPECIFICATIONS

Essential

• A master’s degree in Education, Economics, Sociology, Development Studies, or other relevant area that uses relevant literature and research methods.
• Ability to read, write and communicate in both English and French for the purposes of undertaking literature searches, preparing information, writing summaries, and engaging with researchers.
• First-hand knowledge and interest in research in sub-Saharan Africa, with a minimum of three years’ relevant research experience particularly in conducting searches in databases and for grey literature, analytics, reporting, and database administration.
• Evidence of interest in foundational literacy and numeracy.
• Passionate about increasing the visibility of education research by African scholars.
• Excellent computer skills, including proficiency in Excel and Zotero (or equivalent reference database)
• Ability to critically review literature across different disciplines and research methods, including to highlight common themes and gaps.
• Experience of organising and/or participating in stakeholder consultations, conferences, workshops, and webinars, engaging with people at all levels from different backgrounds and viewpoints.
• Ability to build and manage work relationships internally, as well as with external agencies.
• A team player who has cultural awareness/sensitivity; is committed to respecting and valuing equality, diversity, and inclusion, and understands how these apply to their own area of work.
• Ability to work independently with accuracy, using own initiative and under minimal supervision.
• Excellent attention to detail, commitment to high standards and ability to meet tight deadlines.
• Proactive, efficient, creative, collaborative, ethical, entrepreneurial and a problem-solver.
• Ability to draft reports, journal articles, blogs, and other relevant outputs to a high standard.
• Demonstrate a commitment to ESSA’s values and vision.

Desirable
• PhD in a relevant area.
• Knowledge of research in international development, particularly tertiary education in Africa.

Equality & diversity
The importance of equality, diversity, and inclusion (EDI) underpins our mission and values at ESSA. We prioritise inclusion and celebrate the breadth of knowledge and experience working across different cultures brings to the organisation. EDI at ESSA is embodied in the current composition of our Board of Trustees and our workforce, which strongly reflects the communities we work in, and we actively encourage applications from people of all backgrounds and cultures.

How to apply
To apply please complete the form by clicking on the link. Please ensure that your CV and cover letter are saved using your given name and surname. For example, Samuel.Nyarko_C.V

The closing date for applications is Tuesday 3rd January 2023 at 0900hrs GMT.

First round interviews will be held week commencing 16th January 2023.

Unfortunately, we do not have the capacity to respond to all applications received. We can assure you that your application will be thoroughly reviewed against the person specification above, but we are a small team and if you do not hear from us, it means your application has not been taken to the next stage of the recruitment process this time. We would like to thank you in advance for your time and interest in ESSA. Please do keep an eye on our social media channels for future opportunities.