

**FEDERAL GOVERNMENT OF SOMALIA  
MINISTRY OF LABOUR AND SOCIAL AFFAIRS**

**JOB DESCRIPTION**

<b>Social Protection Research Analyst</b>	
<b>Division: Social Protection Division</b>	<b>LOCATION: Mogadishu</b>
<b>GRADE: Competitive Package</b>	<b>POST TYPE: Technical Assistant</b>
<p><b>ROLE PURPOSE:</b> The Social Protection Research Analyst (SPRA) takes responsibility to provide leadership in appraising evidence and learning needs and in implementing a social protection learning agenda for the Ministry of Labour and Social Affairs. Through comprehensive data analysis and learning, the SPRA will build an evidence base and learning packaged to inform the design of social protection schemes that respond to the needs of Somali women, men, girls and boys. He/she will ensure that learning and evidence is used to improve the quality of existing social protection interventions in Somalia, drive innovation, and inform policy and framework level decision making. He/she will establish linkages with all key stakeholders in order to gather data and learning and engage in research initiatives.</p>	
<p><b>SCOPE OF ROLE:</b></p> <p><b>Reports to:</b> Senior Social Protection Advisor</p> <p><b>Dimensions:</b> The Ministry of Labour and Social Affairs is responsible to provide policy direction and guidance on labour administration and vocational training matters. The Ministry is also mandated to protect and develop labour force to contribute to the socio-economic development of the Federal Government of Somalia.</p> <p><b>Staff directly reporting to this post:</b> None</p>	
<p><b>KEY AREAS OF ACCOUNTABILITY:</b></p> <p><b>Research &amp; Evaluation</b></p> <ul style="list-style-type: none"> <li>• Lead the development, dissemination and implementation of a coherent and coordinated research agenda that places the needs of children, persons with disabilities and older persons, at its core in order to build evidence for the design and implementation of social protection schemes.</li> <li>• Guide and provide advice on the development of robust research methods to collect rigorous and relevant data required to design and implement social protection schemes.</li> <li>• Liaise with key stakeholders on data analysis, research, impact evaluations and learning activities identifying opportunities for packaging research findings in accessible formats to ensure that learning and uptake is widely disseminated among key actors.</li> <li>• Lead on the collection of learning and evidence from all key actors, to bring learning together and conduct complementary meta-analysis in line with the Ministry's mandate to identify trends, opportunities and risks.</li> <li>• Collect and compile primary and secondary data and conduct analysis to build evidence and new knowledge that can inform the design of social protection schemes.</li> <li>• Support efforts to improve learning systems and planning processes to ensure knowledge and evidence are fully utilized to improve existing social protection interventions, as well as inform policy and framework level decision making.</li> </ul> <p><b>Networking</b></p> <ul style="list-style-type: none"> <li>• Establish and maintain strong working relationship with key stakeholders, including from the NGO, UN and donor communities to initiate, adapt or test new practices, approaches or methodologies with a view of improving the quality of social protection interventions.</li> <li>• Lead on the identification of research partners and formation of partnerships.</li> </ul> <p><b>Strategic Planning</b></p> <ul style="list-style-type: none"> <li>• Contribute to the Ministry of Labour and Social Affairs' and Federal Government of Somalia's strategic plan in general and in particular delivery of research that contributes to the implementation of the Somalia Social Protection Policy.</li> <li>• Lead on the application of evidence and learning required for the rollout of the Somalia Social Protection Policy with particular reference to innovations and generation of evidence on the needs of categorical groups, including children, persons with disabilities and older persons.</li> </ul>	
<p><b>SKILLS AND BEHAVIOURS (our Values in Practice)</b></p> <p><b>Accountability:</b></p> <ul style="list-style-type: none"> <li>• Holds self accountable for making decisions, managing resources efficiently, achieving and role modelling the Ministry of Labour and Social Affairs values</li> </ul>	

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- Holds colleagues and key partners/stakeholders accountable to deliver on their responsibilities - giving them the freedom to deliver in the best way they see fit, providing the necessary development to improve performance and applying appropriate consequences when results are not achieved

**Ambition:**

- Sets ambitious and challenging goals for themselves, takes responsibility for their own personal development and encourages others to do the same
- Widely shares their personal vision for the Ministry of Labour and Social Affairs, engages and motivates others
- Future orientated, thinks strategically

**Collaboration:**

- Builds and maintains effective relationships, with their team, colleagues, members and external partners and supporters
- Values diversity, sees it as a source of competitive strength
- Approachable, good listener, easy to talk to

**Creativity:**

- Develops and encourages new and innovative solutions
- Willing to take disciplined risks

**Integrity:**

- Honest, encourages openness and transparency

**QUALIFICATIONS AND EXPERIENCE**

- At least 5 years' experience in research related to social protection and/or social policy
- Post-graduate level academic competence in social policy or related discipline
- Demonstrated ability to conduct high quality research on social protection or social policy issues and experience of publications
- Experience of conducting mixed-method research with strong quantitative or qualitative background, and competent in measurements of sensitive issues
- Intellect, creativity and judgement: original ideas; creative approach; sound judgement, encourage ideas, initiative and innovation in others;
- Personal effectiveness/self-management: time, pressure, flexibility, adaptability, commitment to own development;
- Clear vision; ability to secure commitment to vision; initiate and manage change; to earn credibility; to inspire colleagues; to accept responsibility; integrity and fairness;
- Knowledge and demonstrated experience of designing and managing high level researches and evaluations
- Extensive experience in analysing the situation of population groups, including children, using the child rights programming/ principles framework
- Demonstrated ability to think critically, strategically and analyse complex information and offer creative, practical and effective solutions
- Excellent written and verbal communications skills, and an ability to produce and disseminate research and evaluation outputs to variety of audiences using effective approaches
- Strong inter-organisational skills, including networking, negotiation and communication.
- High competency in using STATA, Excel and other software to analyse data effectively and comprehensively in a timely manner.
- Willing and able to travel within Somalia and abroad to support research and learning agenda of the Ministry
- High level of fluency in English and Somali, both verbal and written, required.
- Commitment to the Ministry of Labour and Social Affairs' values.

**Date of issue: 25<sup>TH</sup> of July-2019**