

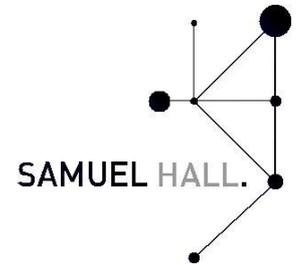
Vacancy announcement



Project Manager at Samuel Hall

Within Implementation Research Pillar

Samuel Hall is seeking an experienced and professional Project Manager to join its team for a three-year consultancy position based in our Nairobi office. Travel within the Horn of Africa is guaranteed.



Who we are

Samuel Hall is a research think tank of the Global South, applying academic standards to the humanitarian and development fields. We work on generating solutions to some of the world's most challenging contexts and issues. We generate knowledge in the form of primary data and the insights and analysis we provide. We fill in data gaps with the contextual and scientific standards required. By sharing our knowledge, others are able to benefit from our activities, change lives and empower communities.

Samuel Hall has offices in Afghanistan, Kenya and Somalia, with an innovation Lab based in Berlin. For more information visit www.samuelhall.org

Nature of the role

Samuel Hall is seeking an experienced and professional Project Manager (PM) to join its team for a three-year consultancy position. The position will be to support the management of a three-year research and implementation project aimed at improving awareness about safe migration and alternative livelihoods to potential irregular migrants in the Horn of Africa. This will be achieved by working with Government representatives, Non-Governmental Organisations (NGOs) and Civil Society Organisations (CSOs) operating in the countries of origin and transition for irregular migrants.

Management of the project is to be conducted at the company's Nairobi office, working under Samuel Hall's Implementation Research (IR) Pillar.

Project requirements

Prior experience in migration, working with Civil Society Organisations (CSOs) and awareness raising sectors will be assets to this role. The successful PM is required to have:

- At least 7 years' experience in conducting multi-country research studies and managing multi-country research teams in East Africa
- Advanced university degree with a minimum of four years of higher education
- Strong presentation/speaking skills and ability to build strong professional relationships
- A thematic understanding of migration, preferably in the context of East Africa
- Proven experience of principles and approaches relating to monitoring and evaluation
- Complete written and oral fluency in English; Swahili is an asset
- Exceptional English writing skills with proven experience in writing research papers and/or policy briefs
- Proven ability to analyse quantitative and qualitative data
- Keen attention to detail

- Ability to cope well under pressure, work occasionally irregular hours and meet tight deadlines
- An interest in the role of innovation in research and in delivering humanitarian and development support in challenging environments.

Tasks to be performed under the contract

- Manage project team members and relevant partners whilst coordinating activities in close collaboration with the IR Pillar Lead and company Co-Director
- Liaise with stakeholders at all levels – including donors and government representatives – presenting Samuel Hall and its research partners in a clear and professional manner
- Lead the design of research tools and research methodologies in collaboration with the research team
- Manage, and where necessary, conduct fieldwork:
 - Qualitative research will include case studies, focus group discussions, field observations, key informant interviews, as required in various locations
 - Quantitative research supervision
- Provide strong analysis in line with policy and academic standards
- Conduct capacity assessment of CSOs in three countries in the Horn of Africa
- Lead the development and authoring of awareness raising toolkits to be used by CSOs
- Lead the development and authoring of research papers and other documentation as required during the projects three-year period.

Summary of Job Description

Employer	Samuel Hall
Location	Nairobi, Kenya
Position	Project Manager
Contract Duration	Three years with a flexible trial period
Gender	Female or Male
Nationality	Any, preferably with authorisation to work in Kenya
Vacancy Announcement	13 June 2017
Vacancy Closure	13 July 2017
Preferred Background	Project management, Research, Data Analysis, M&E
Minimum Qualifications	Masters degree or equivalent in Development Studies, Political Science, or other. Prior experience conducting research and field assessments. Ability to travel in East Africa for fieldwork.
E-mail for Submission	careers@samuelhall.org
Submission Guidelines	All applicants should send their cover letter and CV in separate PDF files, each labelled: "CL/CV – Full name of Applicant" with the e-mail subject line clearly expressed, using the following format: "Name – Research Assistant". Three samples of relevant work should also be included. Samuel Hall is an equal opportunities employer. Applications who do not follow the required format will not be considered. Only selected applicants will be notified.