

# Associate Policy Manager

## Position Summary

IPA's policy department strategy, in alignment with the embedded labs initiative, focuses on ensuring the effective utilization of high-quality evidence by decision-makers. By placing local researchers and decision-makers at the center, IPA addresses the last-mile problem by providing accessible evidence and investing in localized data capacity. The embedded labs initiative further supports evidence-based policymaking by streamlining evidence, improving data systems, and facilitating program development based on evidence. Together, these efforts aim to bridge the gap between evidence and action, promoting evidence-driven decision-making that uplifts communities and reduces poverty.

The Associate Research and Policy Manager will be based in Lomé, Togo, and will work under the authority of the ANID General Manager, based in Lomé, Togo, and the direct supervision of the IPA FWA Research and Policy Manager, based in Abidjan, Côte d'Ivoire.

As Associate Policy Manager, you will be assigned to ANID and will work directly with the Agency's teams and privileged government partners such as the Ministry of Digital Economy and Transformation (MENTD) to coordinate the activities of the embedded evidence laboratory. Your main responsibilities will include supporting ANID in setting up efficient systems for data collection and use, as well as strategically shaping the integrated laboratory to positively influence public policy at national level.

You will also be responsible for ensuring that existing evidence, in both the digital and social protection sectors, is incorporated into the design and implementation of the embedded evidence lab.

As Associate Policy Manager, you will also be responsible for a range of tasks aimed at using available data and proposing improvements and the creation of new data. You will be responsible for proposing new research projects and supporting their implementation. The aim is to enhance the use of evidence within ANID, the wider digital sector and the National Statistical System (NSS) for public policy purposes.

## Responsibilities

- Establish and maintain relationships with influential decision-makers in key sectors to secure their support and involvement in the project.
- Design, using data and indicators, concise briefing notes that answer key public policy questions.

- Formulate a research program based on the laboratory's strategic objectives and facilitate the development of research projects in line with this program.
- Contribute to the establishment of links with local and international academics in order to gather ideas and contributions for the laboratory's research program.
- Contribute to the collection and analysis of existing data to guide the design and implementation of ANID's intervention programs.
- Contribute to building the capacity of ANID as well as its privileged partners in the use of evidence, in the design of databases as well as in the implementation of rigorous monitoring, evaluation, and learning strategies.
- Collaborate with the IPA Francophone West Africa office and global IPA teams to organize and participate in strategic events such as summits, conferences, workshops, technical working groups and roundtables, all of which serve strategic public policy objectives.
- Support national and international researchers and officials in their participation in these events.
- Identify opportunities to use administrative data for research purposes and facilitate collaborations between local and international researchers within the framework of these opportunities.
- Contribute to work planning and project management to ensure efficient and timely execution of initiatives.
- Any other tasks assigned by the supervisor.

## Qualifications

- Hold a Master's degree in fields such as: economics, public policy, data analysis, social sciences or related disciplines
- Have at least 4 years' relevant professional experience.
- Have practical experience in supporting monitoring, evaluation and learning systems.
- Have previous professional experience in the digital and/or social protection sectors of a developing country, preferably with direct engagement with government stakeholders.
- Fluency in French and English in a professional context.
- Experience of working with government.
- Demonstrated ability to mentor and train others in statistics, data analysis or MEL methodologies.
- Have exceptional written and oral communication skills, including the ability to convey information clearly, concisely and easily understood by non-technical audiences.
- Demonstrate strong project management and organizational skills, attention to detail, a proactive and adaptable mindset, and the ability to manage multiple tasks simultaneously.
- Excellent data analysis, quantitative and conceptual thinking skills.
- Familiarity with concepts relating to theory of change and basic MEL tools (quantitative and qualitative research methods).
- Ability to understand, adapt and apply empirical methodologies used in leading international journals (Journal of Economic Development, American Economic Review, American Economic Journal: Applied Economics; World Bank Economic review;

*Research Economics; Journal of Comparative Economics, Journal of African Economies; etc.)*

OBS: Exceptional candidates who do not meet all the criteria and who have had significant experience in conducting research projects are strongly encouraged to apply.

### **Preferred**

Proficiency in statistical and econometric analysis software, GIS data processing; as well as proficiency in processing and using micro-economic data for research purposes (applied micro-economics) are pluses.

## **Reports to**

Research and Policy Manager

## **Position Type**

6-month fixed-term contract, renewable for up to 14 months, including a trial period of 3 months

## **Desired Start Date**

February 10, 2024

## **Location**

Togo (Lomé)

## **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.

### **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.