



CALL FOR APPLICATIONS

Research Associate

About SPRF: We are a public policy think tank focused on bringing dispassionate and objective social and political research to the youth. Headquartered in New Delhi, India, we work through our research, outreach, and events, to deliberate and discuss the idea of an India where public policy is strengthened by fact and not steered by opinion.

About the Position: SPRF is looking for Research Associates to work at the intersection of governance, economy, environment, security, human rights, and other relevant public policy issues in India. As an Associate, you are expected to deliver research outputs, while also managing team output timelines and other engagements or partnerships, if any. The position is based in New Delhi.

Responsibilities:

- Contribute independent research outputs including papers, issue briefs, commentaries, photo essays, videos, and podcasts.
- Collect, clean, and analyse secondary and primary data, and maintain databases.
- Identify trends in complex datasets and present findings in a comprehensive and appealing manner.
- Assist the research team in editing outgoing research pieces with a focus on argument structure, content, and style.
- Assist the research team in the planning, managing, and outreach of Webinars and other events.
- Build and manage external partnerships with policy experts, academics, policymakers, funding agencies, research organisations, and other relevant stakeholders.
- Assist in hiring, onboarding, and mentoring interns.

In addition, the incumbent might be required to undertake other tasks related to specific research outputs, outreach communications, events, and external representation.



Qualifications/Skills Required

- Post-graduate degree in economics, sociology, public policy, development studies, or any other relevant disciplines.
- Minimum 2-3 years of experience in conducting quantitative and qualitative primary and secondary research.
- Good analytical skills with the ability to organise and analyse significant amounts of information with accuracy.
- Proficient in using statistical packages for analyzing datasets (SPSS/STATA/R), and MS Office Suite.
- Self-motivated, solution-oriented, and proactive individual with good communication (written & oral) skills, who is able to work independently as well as in teams.

Application process

Write to us at recruitment@sprf.in with the following:

1. Cover letter outlining relevant experience, skill set and suitability for the position.
2. Resume/ CV
3. Recent writing sample of not more than 1000 words

Use the subject line: “**Application for Research Associate - [YourName]**”

Deadline for application: On a rolling basis

Due to the volume of applications received, only shortlisted candidates will be contacted. **We will not be able to respond to emails or phone calls regarding the status of your application.**