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CALL FOR APPLICATIONS

Research Associate

ABOUT SPRF

Social Policy Research Foundation (SPRF India) is a non-partisan public policy think tank registered as a public charitable trust, headquartered in New Delhi. We aim to explore and make public policy accessible by rooting it in data and non-partisan research. We aim to democratise public policy to create a critical dialogue among engaged youth.

SPRF is looking to hire a Research Associate with a focus on any of the following themes:

1. Poverty, livelihoods and employment.
2. Society, gender and social justice.

This is a full-time position with a remote working system. Experienced candidates with a background in project management or journalism are encouraged. We are looking for candidates who are able to conduct both qualitative and quantitative research, develop original research ideas and conduct data analysis for research projects wherever applicable. Candidates are expected to have some knowledge about issues within Indian public policy vis-a-vis human rights, marginalised communities and welfare schemes, and be comfortable with analysing issues and outlining pathways for public policy and governance.

RESPONSIBILITIES

- Developing and writing various types of research outputs (short outputs- commentaries and issue briefs; long form pieces-discussion papers; any other form for external publishing) pertaining to the thematic vertical.
- Conduct primary and secondary research and assist with questionnaires, scripts and surveys wherever applicable, for individual and collaborative research.
- Ideating and developing concepts for audio-visual outputs - podcasts, photo essays, photo stories, etc. pertaining to the thematic vertical.
- Reviewing research papers and articles from external sources and within the team, as and when required.



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- Collaborate with the team on internal and external research projects, call for proposals, conferences and other presentations.
- Assist the research team in any other matters related to formulation of research and administration.

NECESSARY REQUIREMENTS

- This is a role for recent Masters graduates and individuals interested in public policy and academic research focusing specifically on economy, human rights, social and legal welfare, disenfranchised communities and other related issues.
- The candidate should have a postgraduate degree in social sciences and between 1-2 years of work experience.
- Internships will be counted as a part of the work experience requirement.

PLEASE NOTE

- A candidate should expect to be in this position for at least a year. For this role, candidates pursuing their PhDs, or looking for part-time work should not apply.
- Due to the volume of applications, only candidates successfully shortlisted for interviews will be contacted. Unfortunately, we will not be able to respond to follow-up emails in case a candidate is not shortlisted for an interview.
- The hiring process typically takes 2-6 weeks, depending on the volume of applicants.

APPLICATION PROCESS

Send a CV/Resume, Cover Letter and a writing sample(preferably on the mentioned themes) of not more than 1500 words to recruitment@sprf.in . Please mention in the body of the email if you are applying for any specific mentioned theme.

Deadline: 11:59 pm, 15 July 2024 (Monday)

Please clearly mention your name and the job title you are applying for in the subject line in the following format- **Name: Research Associate Position: Poverty and Livelihoods OR Gender, Justice and Society**

We encourage applications from candidates belonging to underrepresented and marginalised communities. We would appreciate it if you could disclose the same in your application email.