

Job Description for the Position of Junior Research Fellow - Research and Innovation

Centre for Sustainable Urban Livelihoods

ORGANIZATION	National Institute of Urban Affairs (NIUA)
PROJECT NAME	Centre for Sustainable Urban Livelihoods (CSUL)
FUNCTIONAL TITLE	Junior Research Fellow – Research and Innovation
NO. OF POSTS	Two (2)
DUTY STATION	New Delhi

About the National Institute of Urban Affairs (NIUA):

Established in 1976, the National Institute of Urban Affairs (NIUA) is a premier institute of the Ministry of Housing and Urban Affairs, Government of India, for research and capacity building for the urban sector in India. For more than 40 years now, NIUA has been actively working on bringing forth key areas of concern for urban India to build the urban discourse at various urban scales. It has utilised its competencies in research, knowledge management, policy advocacy and capacity building to address urban challenges and continuously striving to develop sustainable, inclusive, and productive urban ecosystems in the country. It has emerged as a thought leader and knowledge hub for urban development in India and is sought after by both Indian and international organisations for collaborations and partnerships in India's urban transforming journey. NIUA is committed towards aligning its efforts towards achieving Sustainable Development Goals (SDGs) through all its initiatives and programmes. Read more about NIUA at niua.in

About the project:

The Centre for Sustainable Urban Livelihoods (CSUL) will serve as a Centre of excellence under DAY-National Urban Livelihoods Mission (NULM) and PM SVANidhi to provide technical support in effective implementation of urban livelihood component of the mission under the Ministry of Housing and Urban Affairs (MoHUA). It will also act as a learning partner for the national and state units of the mission and will facilitate cross learning and knowledge dissemination. In addition, it will promote the creation of a sustainable framework for cities and local bodies to support the urban poor, women, and vulnerable groups through the improvements in livelihoods and facilitating entrepreneurship using and intersectional and gender inclusive lens.

The Research and Innovation Unit is an integral part of the Centre for Sustainable Urban Livelihoods (CSUL) and is responsible for supporting all ongoing research initiatives of the mission, support the development, and design of new initiatives with a focus on gender equality, innovation, and entrepreneurship. Additionally, the unit will conduct research studies to identify challenges in urban livelihoods, explore successful models that can be upscaled and replicated, thereby increasing access to financial resources, social security and promoting new livelihood opportunities. The unit will provide high quality research support to state and city level units under DAY-NULM. A Team lead will head this unit who will develop and execute CSUL's Research and Knowledge building on urban poverty alleviation and urban livelihoods for cities and states.

Key Responsibilities:

Junior Research Fellow will work closely with the Research Lead and Research Fellows to perform a variety of tasks including, but not limited to:

1. Support in the development of research/concepts/proposal on sustainable urban livelihoods.
2. Identification of research methodologies as per the research objectives.
3. Design survey questionnaires, checklists, interview schedules.
4. Conduct qualitative and quantitative research, running pilot tests refining study design and methodology.
5. Undertake travel to research and project sites to support in research activities including monitoring and coordinate field activities for primary data collection.
6. Develop tools and methods for analysis of qualitative and quantitative data.
7. Effectively communicating and reporting field observations; Collate, analyse, clean data, and prepare reports, research papers, draft manuscripts for dissemination, support in the presentation of research at relevant platforms.
8. Coordinate with relevant stakeholders including project stakeholders, Government departments, multilateral organizations, and partners in the private and non-profit sectors.
9. Support CSUL's mission to promote urban poor, women, and vulnerable groups through an intersectional and gender inclusive lens by preparing documentation, evaluation methodology, GESDI indicators, monitoring tools and conceptual research frameworks.
10. Provide research support to CSUL verticals across dimensions of policy, partnerships, capacity building, data management and Monitoring and Evaluation.

Qualifications:

1. Master's degree or higher in Urban Planning, Urban Management/Studies, Development Studies, Social Sciences (i.e., economics, anthropology, sociology) (; or equivalent degrees from premier institutions. Specialisation in Livelihoods, Demographics, and Economics is desirable.
2. At least 3 years of professional work experience with at least 2 years in working on urban centric projects. Experience of working with State and City Government will be an added advantage.

Knowledge and Experience:

1. Proven experience in research; developing proposal, identifying methodologies, undertaking field research, developing tools for analysis, writing the report/ research paper.
2. Previous experience in supporting research, preliminary data collection in topics related to urban poverty alleviation. Authorship of publications is desirable.
3. Previous professional experience working with multiple stakeholders is desirable.
4. Understanding of models of urban poverty alleviation, gender mainstreaming, vulnerability assessment, sustainable livelihood framework, business competencies, business problems using root cause analysis, hypothesis generation, graduation approach, SWOT analysis and other problem-solving techniques is desirable.
5. Working knowledge of quantitative data analysis tools i.e., SPSS, Survey CTO, R, STATA, etc. will be an advantage.
6. Strong analytical skills with excellent written and verbal communication skills in English, Hindi, and any other Indian language with the ability to communicate research findings to a variety of audiences.
7. Ability to work flexibly on a range of assignments showcasing strong teamwork and collaboration and adjust to a variety of complex and evolving tasks to meet deadlines.

Position Overview:

NIUA is seeking experienced and motivated individuals to join as Junior Research Fellows for the Centre for Sustainable Urban Livelihoods.

Number of Position(s): One (1)

Location: New Delhi

Term of position: The position is on a contractual basis for 3 years, renewed annually.

References: Name and contact information of two references

Remuneration: At par with the industry standards, depending on experience and skills. Proof of past remuneration (last received salary/monthly contract payment) will be required.

Last Date of Application: 27 June 2024

Persons with disabilities are encouraged to apply.

Application Process:

Interested candidates should submit a CV and cover letter outlining their qualifications and experience to hr@niua.org. Applications will be reviewed and interviews will be conducted on a rolling basis. NIUA reserves the right to fill this position at its discretion and is not obligated to notify applicants when the position has been filled. We encourage interested candidates to apply promptly.

Note: We are committed to providing equal opportunities for all applicants, including persons with disabilities. If you require any reasonable accommodation during the application process, please contact us at hr@niua.org.