



Centre for Sustainable Peace and Democratic Development -

Seed AISBL

JOIN OUR TEAM

Terms of Reference (TORs)

Employment:	Data Analyst, West Africa
Start date:	1 May 2021
Duty station:	Abidjan, Côte d'Ivoire
Rate:	1,100 - 1,300 EUR
Contract Status:	Full-time

General

The Data Analyst will work within the West Africa regional Team and support the Team's data research and analysis needs. Main responsibilities will include statistical analysis of datasets from SCORE projects in West Africa, and as necessary other projects on the African continent. This includes the production of analytical products such as fact sheets, policy briefs, presentations and infographics.

Duties and responsibilities

- Support the West Africa Team in research design in accordance with research objectives;
- Support desk research, literature reviews and stakeholder interviews to inform quantitative indicator design and questionnaire design;
- Conduct descriptive and predictive data analysis in accordance with a Plan of Analysis;
- Perform the standard data analysis of incoming datasets, including scale construction, factor analysis, regression analysis, cluster analysis and path analysis in a timely and organised fashion;
- Produce detailed, descriptive and well-documented reports of the data analysis process, including but not limited to presentations and syntax files;
- Participate in meetings of the Cyprus-based Seed Data Team and support and discuss progress of data analysis cycle and the development of new methodologies;
- Explain data analysis findings to the West Africa Team and other Seed units and create high quality visualizations of results that can be used in presentations to policy makers and the public;
- Upon completion of each dataset's analysis, upload data to relevant online platforms;
- Support the West Africa Team in producing policy reports and briefs;
- Training new team members as needed.

Knowledge and Experience

Essential qualifications:

- Masters degree in a discipline that includes extensive training in quantitative methods (e.g. psychology, sociology, economics, education, statistics);
- Minimum 3 years experience in use of quantitative methods. Experience gained while pursuing academic qualifications can also be considered as contributing to meeting this criterion. Good knowledge of data analysis and statistic software programs (e.g. SPSS, STATA, Python, R etc.);
- Good knowledge of common software programs (e.g. Excel, PowerPoint, Adobe Acrobat etc.) and design software (e.g. Corel Draw, In-Design, Photoshop) to create accessible and high quality visuals;



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- Fluency in French and working knowledge of English;
- Strong organization and prioritization skills;
- Strong sense of responsibility, professionalism and thoroughness.

Desirable Knowledge, Experience and Skills

- Knowledge and experience of peacebuilding, governance, social and economic development, intergroup relations, conflict resolution or violence prevention is considered an advantage.

How to apply:

Please send the following documents to recruitment@seedsofpeace.eu by 17.00 GMT 14 April 2021.

- **Full CV;**
- **A cover letter of no more than 750 words.**

Only shortlisted candidates will be contacted to participate in the next stages of the recruitment process which will involve a competency test.

More information on SeeD can be found at: <http://www.seedsofpeace.eu/>