

Consultancy: Research Specialist

Location: Home-based

Contract duration: 1 June to 30 October 2020

Deadline for applications: 24 May

The International Campaign to Ban Landmines – Cluster Munition Coalition (ICBL-CMC) seeks a self-motivated research consultant to undertake research and data entry for the Landmine and Cluster Munition Monitor initiative.

Tasks of the research specialist

- Conduct desk research, interviews and questionnaires, with country-relevant actors including national mine action authorities, mine action centers, demining organizations, UN programs and agencies and others working on issues of mine cluster munition and other ERW casualties, contamination, survey, clearance, risk education, and victim assistance;
- Research and draft an agreed portfolio of up to 25 country profiles on the impact of mines, cluster munitions and explosive remnants of war and efforts to address the impact (casualties, contamination, survey, clearance, risk education, and victim assistance);
- Compile and verify datasets, and indicators from existing sources including Monitor reporting and external reports and websites;
- Provide assistance in updating and/or creating unique databases, including excel data entry and converting data to other formats for entry;
- Process data and to prepare data for entry, geographically tag content; code data for HXL and other relevant formats;
- Fact check and location check quantitative and qualitative reporting;
- Process transparency reporting and other global reporting documents for qualitative and quantitative data;
- Systematize and summarize key data and findings and prepare draft findings;
- Translate documents;
- Organize online research events, meetings, and presentations.

Necessary capacities

- A Master's degree in political science, international relations, international development, or equivalent;
- Experience in qualitative and quantitative research, with specific experience in the field of mine action;
- Creating and updating data management systems to track, analyze and report trends over time;
- Excellent writing and editing skills in English, and keen attention to detail;
- Ability to produce clear, high-quality written research to tight deadlines;
- Excellent and proven communication and interpersonal skills;
- Strong computer literacy including Microsoft Office products.

The ideal candidate will have the following profile:

- Familiarity with relevant multilateral and international instruments and frameworks;
- Language skills in Spanish and/or Arabic;
- Familiarity with participation in international processes, (preferably experience working with or in) international relations, civil society, and the UN system and other international organizations in the mine action sector;
- Able to keep colleagues informed and discuss feedback;
- A commitment to a rights-based approach and the principles of diversity;
- Able to interact with ease with a wide variety of multi-cultural, multi-lingual groups and stakeholders;
- Ability and sensitivity to conduct interviews with a wide range of people, including survivors and indirect victims of conflict, operators and service providers, mine action centers, and government and ministry officials;
- Ability to identify, research, analyze, and effectively communicate complex issues in a rigorous and efficient manner;
- Experience with questionnaire formats, online survey forms, and mobile data collection.

Landmine and Cluster Munition Monitor

Landmine and Cluster Munition Monitor (“the Monitor”) provides research and monitoring for the International Campaign to Ban Landmines (ICBL) and the Cluster Munition Coalition (CMC). The Monitor is an innovative initiative by the ICBL-CMC to monitor implementation of and compliance with the treaties, and more generally to assess the efforts of the international community to resolve the landmines, cluster munitions and explosive remnants of war (ERW) problem. The Monitor report has become the *de facto* monitoring mechanism for the treaties and an essential tool in holding governments accountable to their legal obligations and political commitments.

The Monitor has conducted neutral and independent research on landmine, cluster munition, and ERW issues since 1999. The initiative produces reports with information on cluster munition and mine use, production, trade, stockpiling, contamination, clearance, casualties, victim assistance, and support for mine action. *Landmine Monitor* and *Cluster Munition Monitor* reports are seen as the most comprehensive source of information on matters related to the treaties and addressing the impact of mines, cluster munitions, and other ERW. The Monitor also produces thematically relevant country profiles, fact sheets, briefing papers, and infographics, in addition to maps and tables on thematic issues.

Research for the Monitor is undertaken by researchers and editors well-respected for their expertise and the impartiality of reporting. The Monitoring and Research Committee (MRC) oversees the running of the Monitor and ensures the accuracy of its reporting.

About the ICBL-CMC

The ICBL-CMC is a global civil society network dedicated to putting an end to the suffering caused by antipersonnel landmines and cluster munitions.

We seek to prevent all use, production, and trade of these weapons, and to ensure stockpiles are destroyed. We call for efficient clearance of all landmines, cluster munitions and explosive remnants of war; and we want to see the fulfillment of victims’ rights and needs. The best way to reach these goals is to ensure the universal adherence to, and implementation of, the 1997 Mine Ban Treaty (MBT) and the 2008 Convention on Cluster Munitions (CCM). To this end, we monitor, analyze, and report on the progress of these two instruments.

ICBL-CMC members, including survivors and victims of landmines and cluster munitions, take action in some one hundred countries. We work in an inclusive manner with NGOs and individuals committed to helping reach our goals. We believe in the impact of a coordinated and flexible network of NGO expertise.

The ICBL received the Nobel Peace Prize in 1997 for its work to bring about the Mine Ban Treaty.

Contracting and Remuneration:

Payment and financial compensation will be subject to location and experience.

ICBL-CMC sees diversity as a strength and encourages applications from all candidates meeting the above profile to apply, irrespective of age, gender, race, religion, ethnicity or political affiliation.

Please send a cover letter and CV by 24 May to jobs@icblcmc.org.