

RESEARCH CONSULTANT

FULL TIME – BRISTOL BASED

WHO WE ARE

theIDLgroup is a dynamic, quality focussed consulting firm that delivers tailored international development consultancy services. Based in the UK with regional offices in South East Asia and West Africa, we support our clients to conceptualise, design and deliver pro-poor development.

The majority of our work is through direct contracts with multilateral and bilateral development agencies. We also work with governments, other public sector agencies, NGOs, academic institutions and private sector clients. We work world-wide, but focus on low and middle-income countries in Africa and Asia. We pride ourselves on a distinctive culture where depth of technical knowledge is complemented by advanced process and facilitation skills.

THE ROLE

You will obtain and support important and challenging consulting assignments in some of *theIDLgroup's* thematic areas as outlined on our website. In this role, you will be expected to demonstrate:

- ⦿ A willingness to undertake a wide range of overseas consulting assignments;
- ⦿ Aptitude and skills in advising clients in one or more technical areas relevant to *theIDLgroup's* corporate strategy;
- ⦿ An ability to combine technical knowledge with cross-cutting process skills that add value to our services. These skills include policy, advisory and analytical work; programme and process design; monitoring and evaluation and facilitation of workshops and retreats;
- ⦿ The capacity and willingness to provide peer review and quality assurance to your colleagues as part of contributing your time and intellect to the broader collegiate work environment;
- ⦿ The ability to contribute to the firm's business development activities, through identifying business opportunities both for yourself, new and existing associates and the firm as a whole;
- ⦿ A commitment to being an effective team player, and develop and support strong and effective working relationships with your colleagues working on projects, as well as with those in other portfolios and offices;
- ⦿ Effective management of small and medium size projects meeting client requirements;
- ⦿ A passionate commitment to contributing to, developing and upholding *theIDLgroup's* quality standards through every aspect of your work.

You will be expected, and will be given every opportunity, to develop your own specialist areas of work, while sharing your ideas and experience with others in the team. You will want to play your part in maintaining a constructive working environment and excellent relationships with internal and external clients.

You can expect a mix of work to include:

- ⦿ Consultancy assignments in one or more of our portfolios:
 - Rural growth and livelihood security
 - Natural resource management and the environment
 - Governance, institutional reform and political economy
 - Social development and civil society strengthening
 - Development strategies in fragile and post-conflict states

- ④ Preparation of expressions of interest, tenders, and proposals (including background research, development of methodology, drafting of CVs, liaison with consultants, drafting of financial costing)
- ④ Background research on fee-earning projects of other consultants, which could include literature reviews, case studies, internet research, or preparations for workshops, conferences and training events.
- ④ Presentations at in-house “brown bag lunches” on some of your own work and background
- ④ Assisting in the organisation of in-house lesson-learning and strategy planning events, including “in days” and portfolio meetings.

Our expectations is that the work for Research Consultants will be UK based but with travel overseas, often in support of other fee-earning consultants.

Research Consultants will be able to attend all in-house training activities, and will be encouraged – when appropriate - to attend external events relevant to the pieces of work they are engaged in.

We will give you feedback on your performance through an appraisal six months into your contract and through our annual appraisal process

REQUIRED SKILLS AND EXPERIENCE

You should display one or more of the following attributes:

- ④ The ability to work in multi-disciplinary teams in a multi-donor environment is important;
- ④ Facilitation, negotiation and process-related skills with some intercultural and international experience;
- ④ Demonstrated commercial acumen, underpinned by commitment to core *theIDLgroup* values and culture;
- ④ Excellent communication skills enabling you to work effectively with a wide range of actors, displaying respect and diplomacy; and
- ④ Some experience in qualitative and quantitative research and monitoring and evaluation skills.

We are particularly interested in candidates with experience of and interest in economics, quantitative, social and statistical analysis, private sector development, innovative finance for environment or public finance (revenue) management.

You will have a relevant qualification at Masters level in an area relevant to our portfolios and at least three years directly relevant work experience. We are particularly keen to hear from candidates with previous experience in a consultancy environment. The ability to work in at least one foreign language (French, Spanish or Portuguese preferred) relevant to the countries where *theIDLgroup* operates is also welcome.

Whatever your background, you will need to hit the ground running, and bring with you ideas for entry points, initiatives that the firm could pursue, and good networks in your key areas of expertise.

THE WORK ENVIRONMENT

theIDLgroup invests heavily in creating a culture of quality, professionalism, mutual support and team work. We are proud to have our ISO 9001 Quality Management and Investor in People accreditations through which we pursue a number of formal measures to this end, but more important is the spirit and commitment of our staff to these values. We hold frequent ‘In-Days’ where we debate our professional challenges. We also provide continuing formal and informal professional development and training, and the opportunity to broaden your international experience.

WORKING WITH US

We’re not just looking to fill a vacancy: whenever we recruit we are looking for individuals who share our values, are adaptable and resourceful, will contribute to the development of the firm and will enjoy working in a relaxed and friendly collegiate environment.

Contracts are not time-limited. Although there is a 10 month probationary period, we hope that any individuals that join us achieve permanent contracts. We enjoy a high rate of staff retention.

We are looking to ideally fill fulltime postings, however part-time and flexible working applications will also be openly considered. All Consultants will normally be based in *theIDLgroup's* headquarters, in a rural location on the outskirts of Bristol, South West England. We have regional offices in West Africa (Ghana) and East Asia (Vietnam). We expect to recruit mainly into our Bristol office, but there may be a possibility for consultants to be based in one of our overseas offices in the future.

Frequent overseas, and to a lesser extent UK, travel is an inherent part of the job. Most trips are of short (two to four weeks') duration, although they could occasionally be longer. Some of our consultants have also undertaken longer-term secondments to our clients' overseas offices. The nature of this role means that some travel may be required to fragile or insecure environments, for which we take the safety and security of our team as our highest priority.

Salary and remuneration will be dependent on the skills, experience and track record of the successful applicant. You will be recruited at Research Consultant level within the firm.

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APPLICATION PROCEDURE

If you are interested in applying, please email a covering letter and CV, outlining your relevant skills and experience to recruitment@theIDLgroup.com

theIDLgroup is an equal opportunities employer and certified with the Investors In People standard. We will respect your confidentiality and abide by UK data protection laws.

We expect to interview candidates in June.

Further information about *theIDLgroup* can be found at: www.theIDLgroup.com