

Vacancy Announcement

Migration & Displacement Project Manager

Samuel Hall is seeking a professional and motivated individual to join its team for a full-time position as Migration & Displacement (Pillar 1) Project Manager (PM), ideally based in the Nairobi office. The PM will directly support the Pillar Lead to lead research, manage projects and other pillar staff, and support the strategic development of the pillar. With a passion for migration & displacement studies, the PM will bring academic technical expertise to the team, in addition to the desire to produce strong results which partners and clients can use to guide and improve programming. There is a strong potential for domestic, regional and international travel.



Who We Are: Objectives and Ethos

Samuel Hall is a social enterprise that conducts research in countries affected by issues of migration and displacement. Our mandate is to produce research that delivers a contribution to knowledge with an impact on policies, programmes, and people. We provide practicable insights to challenging issues in the developing world by providing academic-standard research through primary data collection in areas where researchers do not commonly go. Samuel Hall works with governments, donors, multilateral organisations and INGOs, as well public and private sector entities. We have worked with more than sixty-five organisations worldwide since 2010 through our offices in Afghanistan, Kenya, Somalia, and Germany covering Asia and Africa.

WORK ENVIRONMENT: We are a rapidly growing research organisation: you will be expected to grow with us and carve out your own spot in the team. We look for pro-active, creative individuals who can identify opportunities to make their mark and identify solutions to problems. We believe in hiring people who can show their ability to be both strong leaders and reliable team-players, and able to add value from the very start. We hire people who can expand our knowledge and help us reach our social impact objective in their field of expertise. We work in a fast-paced, demanding, and challenging environment: you will need a thick skin, passion, and dedication!

Nature of the Role

Objective. To fulfil the role of Project Manager in the Migration & Displacement Pillar (Pillar 1).

Background. Applicants should have a PhD in a related field with 2+ years of relevant experience or a Master's degree with 5+ years of relevant research experience. Must have proven expertise in migration & displacement-related research and desire for a strong role in strengthening the Pillar's thematic knowledge. Should be able to articulate how their skillset will specifically add to the Pillar and Samuel Hall's work.

Specificities. Dependent on interests and experience, the Project Manager will lead research projects and support the Pillar Lead on the design of research approaches and strengthening of Pillar's work. Project

Managers at Samuel Hall report immediately to the Pillar Leads. The specific end goal for Samuel Hall is to build out the capacity of the Project Manager to drive relevant research projects to academic standards. High potential for self-driven individuals desiring to play an active role both in academic and practitioner fora.

Vacancy Requirements

Prior experience in migration & displacement-related research and project management are requirements for this role. The successful project manager is further required to have:

- A Master's or PhD (preferred) in a relevant field (5+ / 3+ years of additional experience preferred)
- Past consulting and research experience specific to migrating and displaced populations (within Central/South Asia and/or the East and Horn of Africa preferred)
- Knowledge of key institutional frameworks and stakeholders
- Excellent spoken and written skills in English; Swahili and / or French a plus
- Proven experience in writing academic papers, research papers, consultancy reports and policy briefs
- Strong presentation / speaking skills and ability to build strong professional relationships
- Proven experience in project management
- Proven experience in the development of academic-standard quantitative and qualitative tools and methodologies
- Significant experience of quantitative and qualitative data analysis and tools (for example, MS Excel, SPSS, NVIVO)
- Keen attention to detail
- Ability to be patient and to work well within a team
- Ability to cope well under pressure, work occasionally irregular hours and meet tight deadlines
- Aspirations to manage with autonomy and develop a concrete area of expertise and leadership within the pillar
- Relevant programmatic / operational experience desirable

Tasks to be Performed Under the Contract

- Manage and lead projects in multiple countries, including;
 - Design of methodologies and research tools
- Fieldwork oversight
 - Interviews with key stakeholders
- Direct management of field teams
- Conduct quantitative and qualitative analyses at an academic level
- Lead in the writing of client deliverables and research reports
- Support the Pillar Lead in business development, communications and dissemination
 - Participate in conferences
 - Develop concept notes and proposals in conjunction with partners
 - Regular discussions with key stakeholders
 - Work with the Pillar Lead to develop abstracts and academic publications
- Develop internal expertise on sub-themes of relevance to the Migration & Displacement Pillar
- Manage junior staff within the pillar
- Maintain all processes as required for a well-functioning pillar

****Only short-listed candidates will be contacted**

Summary of Job Description	
Employer	Samuel Hall
Location	Nairobi, Kenya
Position	Migration & Displacement (Pillar 1) Project Manager
Vacancy Closure	Open Until Filled
Contract Duration	1 year minimum
Preferred Background	International development, migration studies, social sciences
Minimum Qualifications	Master's degree; PhD preferred
E- mail for submission	careers@samuelhall.org
Submission Guidelines	All applicants should send their cover letter and CV in separate PDF files, each labelled: "CL/CV – Full name of Applicant" with the e-mail subject line clearly expressed, using the following format: "Name – Migration & Displacement PM". Three samples of relevant work should also be included.

Samuel Hall is an equal opportunities employer. Applicants who do not follow the required format will not be considered. Only selected applicants will be notified. Interviews will be conducted on a rolling basis.