Job Announcement

Research Assistant – Research and Policy-making in the Arab World
Issam Fares Institute for Public Policy and International Affairs

The Issam Fares Institute for Public Policy and International Affairs (IFI) at the American University of Beirut (AUB) is seeking to hire a full-time Research Assistant for a period of 6 months as of immediately.

The research project entitled: “Policy-making in Times of Uncertainty: Examining the roles of Arab Civil Society Actors in Influencing Social Policy-making in an Uncertain Landscape” aims at studying the roles that civil society actors and their coalitions play in influencing social policies in selected countries in the Arab world namely Egypt, Jordan, Lebanon, Morocco, Tunisia, and Yemen during the current times of uncertainty. The study will be looking at each case in particular while it captures the policy change through drawing comparisons across the different cases. Such comparisons address the questions of: how civil society actors’ role in policy subsystems is different across countries and why such a difference exists.

The Lebanon case study will particularly look at the policy related to the protection of women against family violence.

Principal Responsibilities

The Research Assistant works under the direction of the Project Coordinator and is responsible for the following duties:

- Desk work: collecting literature, documents and media reports related to the study
- Conducting face-to-face interviews with key stakeholders
- Transcribing the interviews
- Reviewing documents (both in English and in Arabic) and analyzing them
- Assisting the lead investigator and project coordinator in other relevant tasks

Qualifications

- MA or BA degree in social or policy sciences, or any related field
- Excellent command of English and Arabic (spoken, read and written)
- 1-3 years of research experience is preferable

Applications should be sent to Ms. Sawsan Allam on sa187@aub.edu.lb and must contain a cover letter and a CV, no later than June 10, 2015. Please note that only shortlisted applicants will be contacted.

Applicants must be eligible to work in Lebanon.