Scope of Work

Position Title: Context Analyst (Part Time Consultancy) - oPt
Reference No.: 240301
Position Location: Remote
Timeframe: Subject to funding availability
Scope: Part-Time (Day Rate Consultancy)

Overview: This Scope of Work (SoW) outlines the Context Analyst consultant position with the Center for Operational Analysis and Research (COAR). The Context Analyst will produce research and deliverables as outlined below, to support donor-funded assistance in response to the crisis in the occupied Palestinian territories (oPt). The Context Analyst will work alongside other COAR Analysts to inform donor-funded humanitarian and development response activities. Critical to the position is a willingness to support research requests through rapid turnaround of qualitative and quantitative data and analytical writing, delivering high-quality written outputs in partnership with colleagues and a structured approach to purposeful writing.

About COAR: COAR is an independent social enterprise that directly supports practitioners, policy-makers, and donors by facilitating humanitarian and development interventions in complex, fragile, and high-risk environments. COAR delivers neutral and objective research and analysis, which identifies local stakeholders, relationships, interests, and analyses broader political, economic, social, and security dynamics and trends.

Objectives
● To ensure the timely delivery of short-form periodic reports and longer-form thematic research papers on a variety of topics related to the oPt context including economics, society, conflict, governance, policy, and humanitarian/development dynamics and interventions, using primary and secondary research methods.
● To collaborate with COAR analysts to ensure the timely submission of high-quality research deliverables that meet the client’s information needs through well-researched, evidence-based insights and programmatically-relevant recommendations using a variety of qualitative and quantitative methodologies.

Activities
● Synthesize and conduct initial analysis on primary data from interviews and field research, and secondary and open-source data, including social and legacy media, databases, professional and academic publications, and gray literature.
● Contribute to the creation of interview guidelines and conduct Key Informant Interviews (KII), as required.
● Analyze qualitative and/or quantitative datasets as provided by relevant stakeholders or team members.
● Articulate clear, concise, and actionable perspectives to inform client-specific information needs.
● Maintain regular availability to provide responses on specific issues, topics, or projects and support team members in the production of analytic deliverables.
• Work in a committed, professional manner with consistency, integrity, and confidentiality.

Deliverables
• Lead on or support the oPt technical team on ad-hoc analytic reports requested by the client, according to approved research Terms of Reference (ToR).
• Lead on specific ad-hoc requests for information and research from the client; conduct rapid primary and secondary research; draft response within 48-72 hours, or as directed by the client.
• Present verbal updates and briefings on oPt to COAR clients, partners, donors, and other associated stakeholders as required.
• As needed, support in the production of other analytic deliverables, including ad-hoc analyses of thematic, sectoral, or contextual topics of interest.

Qualifications and Experience
• Excellent written English and communication skills; and
• Fluency in Arabic is required.
• Fluency in Hebrew is a strong advantage.
• Familiarity with the context of oPt is essential.
• A bachelor’s degree in Political Science, International Affairs/Relations, Middle East Studies, Public Policy, Anthropology, Sociology, or a related field. Master’s degree is desirable.
• At least two years experience collecting and analyzing data for a research institution, think tank, publication, or NGO.
• Experience working on sensitive topics is desirable.
• Knowledge of the donor-funded humanitarian, early recovery, stabilization, and development architecture in these contexts is desirable.
• Demonstrated ability and/or willingness to work under tight deadlines, sometimes during off-work hours, to provide real-time data points and write with accuracy.
• Demonstrated commitment to professionalism with a high degree of discretion and confidentiality.

If you believe you fit the criteria above, please send your CV and Cover Letter to HR@coar-global.org, quoting the reference number and “Context Analyst” position in the subject line of the email.

Due to the high volume of applications, only successful candidates will be contacted.

All applications will be treated with the strictest confidentiality.