# Job Description

# This form summarises the purpose of the job and lists its key tasks. It is not a definitive list of all the tasks to be undertaken as those can be varied from time to time at the discretion of the School, in consultation with the postholder.

**Job title: Research Officer - *The Responsible Deal: Where and how to best protect and integrate Syrian refugees?***

**Department: Institute of Global Affairs**

**Accountable to:** **Professor Erik Berglof**

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| **Job Summary**     |  | | --- | | The IGA Global Migration Initiative aims to step up research and find workable policy solutions for the global and urgent challenge of international migration and dislocation. ***“The Responsible Deal: where and how to best protect and integrate Syrian refugees?****”* is a research project at the IGA bringing together research institutions in the EU with counterparts in MENA countries most affected by the Syrian refugee crisis. The project employs survey and field experimental methods to quantify the impacts of refugee policies in transit and destination countries. The goal of this research project is to generate rigorous evidence about what works and what does not when it comes to immigration and integration, and design better policies.  Working under the direction of the Principal and Co-Investigators in the United Kingdom and in Switzerland the post-holder will help design and implement large-scale refugee surveys in the MENA region and conduct rigorous quantitative analyses using advanced methods of survey research and causal inference. S/he will be involved in all aspects of the research, but with a particular emphasis on study design, data collection and analysis, and preparation of manuscripts for leading peer-reviewed journals. As well as pursuing the objectives of the research project, the Research Officer would be expected to play an active role in the life and activities of the Institute of Global Affairs. | |

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| **Duties and Responsibilities** |
| **Range of Research Activities and Responsibilities include but are not limited to:**   * Assisting in the design and implementation of large scale refugee surveys in the MENA region. * Conducting rigorous quantitative analyses using advanced methods of survey research and causal inference. * Working with, and acting as a point of contact, for the project’s partners in the MENA region. * Working closely with, and spending periods of time at, ETH Zurich, Switzerland, where the project’s co-investigator is based * Writing up the research for publication in a variety of modes including peer reviewed journals. * Engaging with a diverse range of actors. * Initiating and sustaining links with external bodies to foster collaboration. * Presenting research papers at conferences. * Organising conferences, seminars and workshops. * Contributing creative solutions to research challenges.   **Activities relating to administration and management and/or School service may include:**   * Assisting in the financial and overall management of the research and project. * Playing a constructive role in the life of the Institute.     The above are subject to the contractual obligations imposed by the external funding agency and with the agreement of the grant-holder, Principal Investigator and/or Director of Institute. |
| **Note**  The LSE has a progressive pay structure that rewards you with annual pay increases up to a certain level as you develop in your role. We also provide for further reward past this point in the form of further pay increases based on exceptional performance. |
| **Flexibility**  To deliver services effectively, a degree of flexibility is needed, and the post holder(s) may be required to perform work not specifically referred to above. |
| **Equality and Diversity**  To uphold the School’s commitment to equality of respect and opportunity, as set out in the [Ethics Code](http://www.lse.ac.uk/intranet/LSEServices/policies/pdfs/school/ethCod.pdf), we will treat all people with dignity and respect, and ensure that no one will be treated less favourably because of their role at the School, age, sex, disability, gender identity, race, religion or belief, sexual orientation, marriage and civil partnership, pregnancy and maternity, or social and economic background. For the full Equity, Diversity and Inclusion policy statement, please see the [EDI website](http://www.lse.ac.uk/intranet/LSEServices/equityDiversityInclusion/ediPolicyStatement.aspx). |
| **Environmental Sustainability**  The post holder is required to minimise environmental impact in the performance of the role, and actively contribute to the delivery of the LSE Environmental Policy. |