



Job Announcement

Job Title	Part-Time Research and Policy Coach
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Background
<p>Founded in 2015, Future Forum is an evidence-based think tank that focuses on research, analysis and public policy in Cambodia. Future Forum’s objective is to encourage intellectual research and analysis, to positively influence the policy narrative in Cambodia at a local, national and international level, employing evidence-based policy debate, analysis and recommendations to inspire Cambodian people – especially youth – to achieve democratic, political and socio-economic change that will benefit all people of Cambodia.</p> <p>Through the Young Research Fellows Program, Future Forum conducts a special training and coaching program to increase the skills of young researchers, paying special attention to expanding their qualitative and quantitative methodological toolbox. At the start of 2019, 10 fresh Cambodian graduates were recruited for the one-year fellowship program. They are now conducting various individual research projects.</p> <p>Accordingly, Future Forum is recruiting one (1) Cambodian Research and Policy Coach to supervise some of our Young Fellows to complete their research projects to the quality level expected under the Future Forum Young Researchers Course.</p>

Job Purpose
<p>To coach young fellows under the guidelines of the Young Research Fellows Program. This may involve, but is not limited to, conducting lectures, seminars, and discussions, as well as mentorship and support. Additionally, the coach is expected to contribute to Future Forum's publication, consultancy, and promotion activities where required.</p>

Main Activities and Responsibilities
<p>Mentoring and Lecturing</p> <ul style="list-style-type: none"> ● Mentor and support Young Fellows developing their research projects. ● Supervise and edit the work of assigned mentees. ● Assist in providing research lectures on qualitative or quantitative methods. ● Identify and match relevant external mentee support. <p>Liaison and Networking</p> <ul style="list-style-type: none"> ● Collaborate actively with other colleagues, and externally, to organize various networking/public relation events and research dissemination workshops. <p>Publication and Project Development</p> <ul style="list-style-type: none"> ● Work in line with Future Forum guidelines to develop publications or in line with organisational workload and requirements. ● Explore and develop project opportunities alongside colleagues as required.

Job descriptions are not exhaustive and you may be required to undertake other duties of a similar level and responsibility.

Person Specification

- Women are strongly encouraged to apply.
- At a minimum, an MA degree in public policy, development policy, international relations/affairs, economics/political economy, or related fields.
- Previous work experience related to conducting research and analysis.
- Strong interest in Southeast Asia, Cambodia and Cambodian politics and policy issues.
- Proficient in reading, **writing** and speaking in English is required.
- Strong communication skills, both written and verbal.
- Background in research (quantitative and/or qualitative) and/or statistical analysis skills is preferred.
- Evidence of published research with a strong publication record in high quality publications.
- Experience of managing research projects and teams is a plus.
- Able to participate in and develop external networks.

Remuneration and Benefits

- The coach will receive a minimum monthly salary of 1,000 USD subject to experience.
- The working duration is 7 months with possibility of extension and promotion to a full-time staff member.
- The coach will be based at the Future Forum office, working on average 20 hours per week (half-day work). They will be provided with a desk space and access to all materials required to complete their mentorship support; including journal databases, reading material, and access to subscription-based publications.

Selection Process

All candidates are invited to send a CV, a cover letter (no more than 2 pages), and sample of an unedited research paper to info@futureforum.asia no later than **Friday 24 May 2019**.

Only shortlisted candidates will be contacted for an interview.

Thank you for your interest.