



Terms of Reference

Research consultant – evidence gap map

3ie, Washington, DC

1. Background

The [International Initiative for Impact Evaluation \(3ie\)](#) promotes evidence-informed equitable, inclusive and sustainable development. We support the generation and effective use of high-quality evidence to inform decision-making and improve the lives of people living in poverty in low- and middle-income countries. We provide guidance and support to produce, synthesise and quality assure evidence of what works, for whom, how, why and at what cost. 3ie is registered as a non-governmental organisation in the United States of America. It has offices in New Delhi, London and Washington, DC.

2. Key responsibilities

We are currently seeking research consultants that will support systematic screening and data extraction work for the update of 3ie's [Intimate Partner Violence \(IPV\) prevention evidence gap map \(EGM\)](#), managed by 3ie's Washington Office.

2.1 Systematic screening and data extraction

- Systematically screen large numbers of studies at the title, abstract and full-text levels to identify impact evaluations that meet 3ie's inclusion criteria;
- Review and appraise systematic reviews that meet 3ie's inclusion criteria; and
- Extract and code meta-data such as bibliographic information, sectors, methodologies used and so on of final selection studies.

3. Qualifications and skills

3.1 Education and work experience

- Graduate degree in Economics, Statistics, Public Policy, Public Administration or related field with an emphasis on empirical methods; and
- Working knowledge of impact evaluation or systematic review techniques, statistics and/or econometrics methodologies.

3.2 Skills

- Familiarity with managing and screening large numbers of academic articles;
- Excellent English-language skills; ability to read and interpret impact evaluations in French, Portuguese or Spanish is a bonus;
- Excellent skills in communication, time management, teamwork and relationship management; and

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- Familiarity with the literature and research in the fields of IPV or gender-based violence.

4. Eligibility

3ie will recruit one or more individual consultants to perform the identified tasks. Applications from firms will not be accepted. Priority will be given to applicants based in the DC area but remotely based applicants will be considered. Candidates based in the United States must provide proof of permission to work within the country.

3ie is an equal-opportunity employer committed to equality and diversity. We do not discriminate based on sex, age, religion, ethnicity, sexual orientation or being differently abled. We particularly encourage women, ethnic minorities and differently abled persons to apply. All applications will be treated in the strictest confidence

5. Terms of employment

Candidates should be available to start work in July 2018. The consultancy is for approximately 3-4 months with a possibility for extension. The hours each week could range from 20-40, with applicants expected to commit at least 20 hours a week. Priority will be given to applicants able to commit at least 25 hours per week. An hourly rate will be discussed between final candidates and 3ie.

6. How to apply

Please apply by e-mail to ssabet@3ieimpact.org mentioning 'WO IPV consultant' in the subject line. The application package must include the following:

- A cover letter, not exceeding one page. A summary on your CV is not a substitute;
- Curriculum vitae (not to exceed two pages);
- Name and contact information for three references

We will review applications on a rolling basis. Only short-listed candidates will be contacted.