

Vacancy Announcement



Inspiring Excellence

Centre for Peace and Justice

Position Title: Research Assistant	Expected Starting Date: January 21, 2024
Reporting Line: Director, Research	Salary: Negotiable
Duration: 6 Months (with probable extension)	No of Position: 01
Type of Appointment: Contractual	Work station: Dhaka

BACKGROUND:

Centre for Peace and Justice (CPJ) is a multidisciplinary academic institute, which promotes global peace and social justice through quality education, research, training and advocacy. CPJ is committed to identifying and promoting sustainable and inclusive solutions to a wide range of global concerns and issues, including fragility, conflict and violence.

POSITION OVERVIEW:

The Research Assistant will be closely working with multi-disciplinary research team and the senior management of CPJ for successful implementation of various research activities. The Research Assistant will be responsible for undertaking various research tasks, including literature reviews, data collection and analysis, conducting interviews and surveys, and assisting in the preparation of research reports and publications. The position requires a strong background in research methodologies and the ability to work independently and collaboratively.

The Research Assistant will play a vital role in advancing the Centre for Peace and Justice's research objectives. The successful candidate will have the opportunity to contribute to impactful research projects and work alongside a diverse and dedicated team committed to creating positive change in the field of peace and justice.

SCOPE OF WORK:

- Conduct literature reviews to gather relevant information;
- Collect, record, and manage data ensuring accuracy and confidentiality;
- Proficiency in qualitative and quantitative research methods and analysis techniques;
- Demonstrated experience in conducting research on climate change and impacts, including familiarity with displacement and cross-border contexts;
- Assist in preparing research reports, presentations, and publications based on study findings;
- Coordinate research activities, meetings, and schedules;
- Coordinate and liaise with relevant stakeholders;
- Provide general support as a team member of CPJ's Refugee Studies Unit as requested;
- Travel in and outside Dhaka for field work, if required;
- Any other assignments or duties related to CPJ's research.

EDUCATION AND EXPERIENCE

- Bachelor's or Master's degree from an accredited institution in social science, environmental science, peace and conflict studies or a relevant field;
- At least 2 years of relevant work experience;
- Fluency in spoken and written English;
- Knowledge of climate action in south-western districts of Bangladesh is advantageous.

Deadline of Application Submission: CV along with a motivation letter should be sent to cpi@bracu.ac.bd By January 15, 2024 mentioning name of position in the subject line.

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- *CPJ is an equal opportunity employer and women are encouraged to apply*
 - *Please note that only short-listed candidates will be called for interview*
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