

JOB DESCRIPTION

Research & Knowledge Translation Officer

JOB TITLE:	Research & Knowledge Translation Officer
FT/PT	Full Time (40 hours per week)
LOCATION:	Remote or Nairobi office without relocation support
REPORTS TO:	Research Manager

About the PAL Network

The People's Action for Learning (PAL) Network is a south-south partnership of organizations working across three continents. Our Vision is to have a world where all children have a foundation for lifelong learning. Member organizations conduct citizen-led assessments and/or citizen-led actions aimed at improving learning outcomes. We generate robust evidence on learning outcomes through oral one-on-one assessments conducted in households. We work with governments and non-state actors in the education space to implement evidence-based programs for improved learning. We generate new insights to understand learning contexts and issues using data from our assessments, action programs, and other research. We use evidence to track and report on global progress as we advocate for equitable, inclusive, and quality education.

The Research & Knowledge Translation Officer:

Will play a pivotal role in supporting the strategic and technical execution of projects within the Research & Evidence Unit. Working closely with the Research Manager, this role will contribute to the design, management, and implementation of multi-country studies and intervention research. The officer will liaise with PAL Network members, lead the synthesis of findings, and develop research outputs tailored for diverse audiences. This includes translating complex qualitative and quantitative research into actionable insights for policymakers, practitioners, donors, and academic stakeholders. The position requires strong analytical skills, methodological fluency, and a demonstrated ability to communicate evidence with clarity and impact.

The main responsibilities of the role will be:

1. Research Design Across Program Units

- Providing technical leadership in research design and implementation across PAL Network's Action, Assessment, and Learning Units, ensuring alignment with organizational strategy and research priorities.
- Developing research frameworks, methodologies, sampling strategies, and evaluation designs tailored to foundational and holistic learning outcomes in diverse country contexts.
- Supporting literature reviews, theoretical framing, and comparative analysis to ground studies in current evidence and strengthen conceptual clarity.
- Collaborating with PAL Network members and partners to co-design and coordinate research activities, including field-based data collection, piloting, and contextualization.
- Supporting research planning processes, including timelines, resource allocation, and ethical considerations.

2. Data Analysis and Reporting

- Synthesize complex quantitative and qualitative data to generate actionable insights that inform programmatic strategy, policy advocacy, and global debates on learning.

- Conducting secondary data analysis using PAL Network's cross-national datasets to examine trends, identify gaps, and highlight equity-focused outcomes.
- Supporting the production of dashboards and evidence summaries tailored to specific audiences including policymakers, donors, and network members.
- Ensuring research outputs and analysis adhere to PAL's principles of inclusion, rigor, and usability, including gender and equity perspectives.

3. Knowledge Production and Dissemination

- Drafting and editing high-quality knowledge products, including technical research reports, policy briefs, board summaries, and donor-facing documents.
- Preparing abstracts, presentations, and strategic communications materials for global conferences, learning events, and stakeholder engagements.
- Collaborating with communications and program teams to translate research into compelling narratives, infographics, and learning resources.
- Contributing to global knowledge agendas by positioning PAL Network's findings in relevant policy forums, research journals, and evidence coalitions.

4. Research Coordination and Mentorship

- Coordinating contributions from research fellows, interns, and partner researchers, ensuring timely delivery, technical accuracy, and alignment with publication standards.
- Mentoring junior staff and fellows in research design, writing, framing, and peer-reviewed publication processes.
- Promoting a culture of learning and critical inquiry within the unit, facilitating internal peer review and knowledge exchange.
- Establishing and maintaining research quality standards and documentation protocols in line with ethical research practices and open access policies.

Requirements:

- Advanced degree (master's or PhD preferred) in education, public policy, international development, Economics, or related field.
- Proven experience in applied research and knowledge translation, particularly in international development or education.
- Strong writing and editorial skills, with a track record of producing publications, policy briefs, or donor reports.
- Experience working on multi-country research projects and collaborating with partner organizations.
- Familiarity with equity and inclusion-focused approaches.
- Ability to translate research into clear, relevant messages for diverse audiences.
- Fluency in English is required. Proficiency in French, Spanish, or Portuguese is considered a strong asset, given PAL Network's global footprint.

How to Apply

Interested applicants are requested to send their applications to jobs@palnetwork.org with the subject line **Research & Knowledge Translation Officer**

The application deadline is 11:59 p.m. EAT on June 30, 2025. Applications will be reviewed on a rolling basis.