



NEPAL ADMINISTRATIVE STAFF COLLEGE

Provincial and Local Governance Support Programme Baseline Survey 2021

Call for Applications

Position: Research Associate

A. Background

Nepal Administrative Staff College (NASC) in collaboration with Provincial and Local Government Support Programme, Ministry of Federal Affairs and General Administration is carrying out Baseline Survey. This survey is aimed to generate nationally representative evidence of public perception on aspects quality of public service provided by the Local Government that will establish the baseline for PLGSP. Survey is a nationally representative with approximately 4800-5000 sample size covering all provinces, social and geographical diversity. For administering survey questionnaire to collect data, NASC is currently inviting application for up to 30-35 Research Associates with the terms of reference described below.

B. Key Roles

1. Participate in Survey training (3 days) for enumerators
2. Actively participate in pre-testing and piloting of survey instruments (1 days)
3. Carry out field survey using smart phone based application (20 day field work) in any of the assigned geographical location of Nepal
4. Prepare a field survey report and submit to NASC
5. Arrange logistics and carry out needful field visits.

(It is expected that each research associate will contribute approximately 24 days of work, but actual days may vary depending upon the provinces of assignment and other considerations).

C. Reporting

The Research Associates will work under close supervision of Research Manager and Research Officers (Provincial Supervisors) and maintain regular communication with Survey Team.

D. Proposed Key Timeline

Training: 2077-11-05 to 2077-11-07 (3 days)

Pretesting and piloting: 2077-11-09 (1 day)

Field work: 2077-11-17 to 2077-12-13 (about 20 days)

Debriefing: 2077-12-15

Note: Field time is subject to change as per context. It is expected that the Research Associates will agree to change in the dates of field work, if NASC decides that due to contextual circumstances.

E. Qualification and Experience

- Ongoing or completed Master degree in social sciences, humanities, management,

education, statistics, development studies, and other relevant disciplines/subjects

- Previous experience on data collection is preferred but committed and diligent freshers are also encouraged to apply
- Have basic knowledge of research methodology
- Ability and commitment to work in odd and challenging field circumstance
- Knowledge about local culture and language
- Skill on rapport building and working in multi-cultural team

Note:

1. *The applicant must have fully functioning android supporting tablet or smart phone with minimum 8 GB storage capacity.*
2. *We seek to recruit the Research Associates from those belonging to diverse social, cultural backgrounds and geographies.*

F. Required Number

30-35 persons

G. Remuneration

The Research Associates will receive daily fee, plus approved travel costs and field allowance as per NASC policy.

H. How to Apply?

1. Send your application with a cover letter and CV via email to roster@nasc.org.np with subject line Name of Applicant_Baseline (example: Binita Rai_Baseline).
 2. Application Deadline: 2077/10/23
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