

Job Title: Senior Associate – UP Behavioural Insights Unit (UP BIU)

Reports to: Deputy Director BIU, CSBC

Location: Lucknow, Uttar Pradesh

Experience (in years): minimum 4 years

Nature of work: Full Time (2 years) with possibility of extension

About Ashoka University:

10 years ago, we embarked on a journey to establish a world-class, multi-disciplinary, liberal arts and sciences university in India. Built on the finest global best practices of institution and university governance, Ashoka has truly transformed Indian higher education in India with its unique pedagogy, governance and best practices.

Ashoka is today India's #1 liberal arts and sciences university that is home to the most diverse student body, a hub for impactful research and a magnet for best-in-class faculty and staff.

Ashoka has been ranked in the top five among private Universities in India by QS Asia and has also secured top rank among all Indian Universities in the 'International Faculty' indicator. The University was earlier awarded Diamond rating by QS I.GAUGE as a recognition of its continuous focus on academic rigour, inter-disciplinary pedagogy, world-class faculty, academic research, innovative modules of engagement with the community and teaching methods. **For further information, visit www.ashoka.edu.in.**

We aim to co-create a nurturing space for our students, faculty, staff, donors and community positively through universal values:

- Be Mission-Driven
- Think Strategically
- Act Authentically
- Take Accountability
- Build Collaboration
- Deliver Excellence

About Department/Centre:

The Centre for Social and Behaviour Change (CSBC), Ashoka University

CSBC was founded by and is part of Ashoka University, India's leading liberal arts university, and is supported by the Bill and Melinda Gates Foundation. Since our inception, we have been dedicated to expanding and sharing knowledge and underscoring behavioural science's role in building public policies that directly impact society. **For further information, please visit <https://csbc.org.in/>**

We seek to establish a globally reputed Indian institution, driving behavioural change measures for people and communities in need. We advance the science and practice of behaviour changes, harnessing cross-disciplinary expertise to improve outcomes in nutrition, sanitation, maternal health, family planning, and financial services through a mix of behavioural change programmes, foundational research and capability building

Overview of the Role:

The Uttar Pradesh Bihar Behavioural Insights Unit (UP BIU) was started over a year back in 2021, and currently has a range of exciting projects to strengthen policy outcomes in key sectors such as health and nutrition, maternal and newborn care, gender and financial inclusion. This year we set up a Pop UP Lab for field research in UP to support our work. With a current team of seven members at our Lucknow office we are excited to expand to new projects. This is an exciting team to join with government partners capable of large scale change.

Role and Responsibilities:

The Senior Associate has a key role to support the work of the State BIUs to demonstrate the use of Behaviour Science in government systems, at scale. The Senior Associate will support through providing analysis of data, information, and evidence, to brief our project planning for effective execution in government systems. The Senior Associate will report to the Deputy Director and Lead for State BIUs. Accordingly of the Senior Associates responsibilities include:

1. **Analytical briefings:** prepare intelligent briefings that include analysis of evidence, government data, summaries of government functions and services, and maps of behaviour science pathways, to inform our work for scale-ups;
2. **Deepen and update the project prioritisation exercise:** to provide a clear rationale to our main stakeholders for our decision making on what the BIUs should focus the most effort on;
3. **Project documentation:** complete documentation of project work, and to produce case studies, to raise the visibility of the State BIUs with our external stakeholders;
4. **Stakeholder analysis:** to prepare profiles of key stakeholders, and provide maps of the stakeholder ecosystem to inform our strategy for building relations for our work;
5. **Oversee data collection:** as per project needs, including field work, assisting in finalizing vendors, maintaining data quality, drafting reports and maintaining documentation.
6. **Supporting projects with:** managing financial reporting, and contracting requirements; and preparing updates for stakeholders so there is alignment and clarity on next steps.
7. **Travel:** Travel to and stay in districts as per project needs.
8. **Organize events and meetings:** including workshops, seminars, and public events, under the guidance of the reporting manager and coordinating with other partners;
9. Any other tasks based on needs and as assigned by the reporting manager / organization.

Eligibility: A minimum of 4 years of work experience in managing partnership relations or working with a government, or managing projects with the government.

Education Qualification : Bachelor's or Master's degree in economics, social sciences, public policy, sociology or related fields.

Competencies

- Strong skills in writing and documentation and giving convincing presentations;
- Ability to manage and respond to varied tasks quickly and efficiently;
- Experience with conducting field research;
- Experience of working with government officials;
- Ability to give and receive constructive feedback;
- Fluency in English and Hindi (required);
- Brings energy to the team, and takes away learning in equal measure;
- Experience of working in Bihar is an advantage, but not necessary.

In your application please include:

- The position title **Senior Associate UP BIU** in the subject line of the email
- A two-page CV
- A one-page cover letter highlighting your experience relevant to the job requirements.

Last Date for Application 20th Dec, 2022

Application Submission Process:

Please submit an updated CV at careersatcsbc@ashoka.edu.in , with the subject line – <Job Name + Department Name _Applicant Name>.

Kindly ensure that the application includes the last compensation received, expected salary, and notice period.

Only shortlisted candidates will be contacted.

Candidates applying after the due date will not be considered.

Ashoka is an equal opportunities employer. Remuneration will be competitive with Indian non-profit pay scales and will depend upon the candidate's experience levels and the overall organization's salary structure.