



**Position:** Research and Policy Manager  
**Location:** London (preferred), New York, Washington, DC  
**Status:** Full Time  
**Reports to:** Associate Director of Advocacy

### **About Malala Fund:**

Malala Fund is working toward a world where all girls can learn for 12 years and lead without fear. We advocate for resources and policy changes needed to give all girls a secondary education. The girls we serve have high goals for themselves — and we have high expectations for leaders who can help them. We invest in developing country education leaders and frontline organisations — the people who best understand girls in their communities — in regions where most girls are missing out on secondary school. We amplify girls' voices. Malala Fund is building a movement of young education activists who, like Malala, speak truth to power around the world.

### **Position Summary:**

Since its creation, Malala Fund has produced key research on the importance of secondary education for girls, playing a leading role in securing a commitment to a full cycle of free, equitable and quality primary and secondary schooling for all girls in the Sustainable Development Goals. In the next phase of our work, we are looking for someone to help us continue driving this agenda, providing the evidence base for our advocacy to hold governments accountable for their commitments and enabling all girls to learn and lead without fear.

Reporting to the Associate Director of Advocacy, the Research and Policy Manager will lead in aspects of Malala Fund's research and policy output to support girls' secondary education and education for girls affected by conflict and emergencies. S/he will conduct in-depth desk research, manage research projects and relationships with research partners, support the development of Malala Fund's positioning and messaging and advise Malala Fund grantees on their policy and research.

The ideal candidate will be a skilled researcher with a track record in producing insightful and influential policy. A creative thinker, the successful candidate will have an eye for crafting ambitious but achievable policy recommendations to persuade decision makers. A thought leader in this or a relevant sector, he or she will understand how evidence and analysis can shape the big debates in the global education sector.

### **Responsibilities and Tasks:**

- Develop and strengthen Malala Fund's policy and research on girls' secondary education, playing a thought leadership role within the organisation and with external audiences on evidence-based interventions that increase girls' access 12 years of free, safe, quality education, with a particular concern for girls in conflict settings.

- Contribute to the visibility and impact of Malala Fund advocacy and campaigns through providing new and influential policy insights and working with colleagues to communicate these findings in engaging ways.
- Manage ongoing relationships with research partners, institutions and consultants engaged by the Malala Fund.
- Monitor developments in the education sector and stay abreast of current public policy debates, ensuring Malala Fund is a visible presence through participating in conferences and seminars.
- Work with staff to broaden and deepen Malala Fund's engagement with education decision makers internationally.
- Help to strengthen Malala Fund grantees' ability to develop and influence policy, through peer review, the sharing of tools and resources and joint analysis and research.
- Work with staff, consultants and grantees to ensure that Malala Fund's international policy is informed by its grassroots advocacy and programming.
- Ensure all research is conducted to the highest standards of research ethics, including compliance with the Malala Fund Child Protection Policy.
- As requested, support with the preparation of funding proposals.

**Education, Experience, Knowledge, Skills and Ability:**

- Graduate degree in a related field (postgraduate or equivalent additional work experience desirable).
- Good knowledge of issues and strong networks relating to girls' secondary education (pre-existing understanding of issues around education and conflict an advantage).
- Knowledge of the human rights and international humanitarian law frameworks for education.
- Prior experience producing reports, briefings and analysis for a similarly focused non-profit, international firm, or government agency.
- Proven track record in managing consultants and multi-stakeholder research projects and partnerships.
- Strong interpersonal skills, with the ability to relate and communicate with individuals from a variety of cultural backgrounds.
- Articulate written and verbal communication skills with the ability to distill complex ideas and large amounts of data into clear and concise overviews and reports.
- Strong commitment to the Malala Fund's mission to empower girls through education.

**To Apply:** Please send a cover letter and your resume to [hiring@malalafund.org](mailto: hiring@malalafund.org) indicating "Research and Policy Manager" in the subject line of your email.

Malala Fund is committed to safeguarding children and employment with our team is conditional upon successfully completing a background check.