Scope of Work – Data Analysis Coordinator (Internship)
Gender Roles, Equality and Transformations (GREAT) Project-Uganda

Background

Georgetown's Institute for Reproductive Health (IRH) has received funding from the United States Agency for International Development (USAID) to implement the Gender Roles, Equality, and Transformations (GREAT) Project in northern Uganda. The project is being implemented in partnership with non-governmental organizations (NGOs) Save the Children and Pathfinder International.

GREAT is a 5-year, two-phased project with the aim of reducing gender-based violence and improving sexual and reproductive health outcomes.

During Phase 1, IRH and partners conducted formative research and collected and analyzed qualitative data to understand how gender norms are learned, internalized and passed on; and to identify opportunities to promote the formation of gender equitable norms and attitudes among adolescents and the significant adults in their lives to support healthy reproductive behaviors over the life course.

In Phase II, data from the formative research was used to inform the development of a set of life stage-specific yet mutually reinforcing interventions to promote gender equitable norms and attitudes among adolescents and their communities. One of the methods for evaluating the effect of the intervention will be to conduct in-depth interviews with cohorts of adolescents every 6 months for a duration of two years.

As part of the GREAT Project, the Data Analysis Coordinator will organize the data and lead the analysis team using both inductive and deductive analysis of the in-depth interviews collected in the field. The Data Analysis Coordinator will have knowledge of and be able to lead the analysis team in 1) the use of an iterative process to code data into categories and search for patterns; 2) the use of empirical data to identify trends and relationships and build theoretical models; 3) the formulation of tentative hypotheses about the direction and nature of changes in gender equitable attitudes and behaviors, SRH, or experiences of violence; 4) the construction of analysis templates consisting of matrices organizing data by key variables for each participant.

Tasks

1-Preparing for data analysis

The Data Analysis Coordinator will read relevant project reports and documents and meet with IRH staff from the GREAT Project team to become oriented to the project. This orientation should take the equivalent of two working days and will involve familiarization with the project background, the research design and methods, the specific objectives of Phase II, and the data collection instruments used. The second component of preparing for data analysis will be a two-day training on the software AtlasTi. Once analysis work is underway, the Data Analysis Coordinator will be expected to work at the IRH office to ensure that data safety and proper analysis procedures are followed, team members can provide relevant technical support, and to allow for the development of a synthesized report of results.

2-Executing data analysis

Once data analysis is under way, the Data Analysis Coordinator will be responsible for the following:

- Serve as the data administrator (store hard data, maintain security, maintain identity numbers, etc.)
- Organize, coordinate and manage data in AtlasTi
- Assign transcripts to team members
- Maintain matrix of assigned and coded transcripts
- Code transcripts in AtlasTi
- Update data code book as necessary
- Support development of data analysis plan
- Identify areas for further investigation and analysis
- Assist with synthesis and writing of preliminary data analysis findings

Deliverables and Products

We expect that the internship will be completed by the end of August 2013 with the possibility for extension. It is understood that the consultant will work 20-40 hours per week working with the analysis team at IRH headquarters. After the point in time when the consultant is no longer based in DC, any remaining analysis and writing may be completed remotely. Prior to the termination of this contract, the consultant is expected to provide IRH with the following deliverables:

- Written data analysis plan
- Finale codebook for data
- Draft report of preliminary research findings
- Coded transcripts
- Transcript tracking matrix

Desired qualifications

- Bachelor's degree
- Some master's level coursework in Public Health or a related field
- Experience with qualitative data analysis
- Strong organizational and analytical skills
- Experience working on topics of gender, gender-based violence, sexual and reproductive health