Terms of Reference
Open Data Inventory (ODIN) Researcher

JOB DESCRIPTION

Open Data Watch (ODW) is an international nonprofit organization promoting open data and the improvement of development statistics in countries and international agencies. ODW is seeking a dynamic and self-motivated research assistant to work closely with team members on one of our main research endeavors, the Open Data Inventory (ODIN). ODIN is an in-depth assessment of the capacity national statistical systems in over 185 countries to disseminate quality open data.

JOB SUMMARY AND RESPONSIBILITIES

The Researcher is responsible for conducting assessments on the coverage and openness of the statistics contained within the websites of National Statistical Offices (NSOs) and other government ministries' websites using the ODIN methodology. Researchers will be responsible for looking for and documenting information about datasets across 65 indicators using an online-based platform. All work will be conducted remotely.

Specific duties will include:

- Searching for and documenting datasets across 65 indicators (published in a variety of languages)
- Identify relevant statistical data sets and determining whether they meet our methodology criteria.
- Completing work within designated timelines.
- Regular communication with managers via Microsoft Teams and email.
- Attending weekly online meetings.
- Attending an initial multi-day training at the end of May.

Selection Criteria:

- Bachelor's or higher degree in international development, economics, statistics, government, public policy, or other related field.
- Familiarity with international development data and open data issues.
- Able to meet deadlines and agreed-upon results with high quality and attention to detail.
- Can seek knowledge needed to complete assignments and share knowledge with others.

- Ability to analyze facts and data to support decisions regarding own and others' work.
- Proficiency with MS Office, (Word and Excel) and web browsers such as MS Edge, Firefox, or Chrome.
- Strong communication (reading, writing, speaking in English) skills.
- Ability to read other languages. French, Spanish, and Arabic preferred.

Requirements:

- Must have a personal laptop to conduct work.
- Must be able to attend an online training session at the end of May (dates TBD based on team's availability)

Pay scale:
New applicants: $19/hour (no language skills), $21/hour (language skills)

Length of work:
This is a short-term contract position. After training, work will continue from June-August. Those who show high competency may be invited for additional work afterwards.

How to apply:
To apply, send an email with the subject "ODIN Researcher Application" to Jamison Henninger at JamisonHenninger@opendatawatch.com by May 10th, 2024. Include your CV and a paragraph or two(in the body of the email) summarizing your interest and experience, as well as the estimated number of hours you're available (no cover letter needed).