



Research Assistant I
Full-time, Short-term (2 months)
Location: The Philippines

About Free the Slaves

Founded in 2000, Free the Slaves (FTS) is a pioneer and leader in the global effort to eradicate slavery. Our mission is to liberate those in slavery and change the conditions that allow slavery to persist. Free the Slaves works at the grassroots level to empower vulnerable individuals and communities to achieve freedom from slavery and develop resistance to slavery. We work with and through local partners to build national capacity to combat slavery and trafficking. We advocate for policies and laws that help in the fight against slavery. We are committed to rigorous assessment of our work and scrupulous integrity in the use of donor funds.

Headquartered in Washington, D.C., with programs in Africa, Asia, the Caribbean, Latin America and the Middle East, Free the Slaves has a diverse and expert staff and a highly engaged and supportive board of directors. For more information, see: www.freetheslaves.net.

Position Description

Free the Slaves is seeking a Research Assistant for the implementation of a research project in the Philippines. The ideal candidate will possess an interest in human trafficking and climate change and have experience with social science research. The Research Assistant will be a valuable addition to the project research team and will contribute to the timeliness and quality of research processes, especially qualitative data collection. This role involves the ability to thoroughly research complex and interconnected themes, critical thinking and analysis, organization, communication, willingness to travel, and passion for the FTS mission. The position will provide the candidate with training opportunities, field experience, and direct exposure into the workings of human rights organizations. The Research Assistant will report to the Research Program Coordinator, based in Washington, D.C.

Key Responsibilities

The Research Assistant will:

- Provide administrative support, including travel logistics for data collection and dissemination of research findings.
- Collect and synthesize secondary data on climate change and human trafficking.
- Assist with the identification of research participants.
- Travel with the research team to collect primary data in communities.
- Provide translation support during surveys, focus group discussions, and key informant interviews.
- Liaise with members of the research team and partner organization on research design, travel, project finances, timelines, and reporting.
- Transcribe and translate surveys, focus group discussions, and/or key informant interviews.
- Assist with the writing and dissemination of research findings.
- Other relevant tasks that may arise.

Qualifications

The ideal candidate will:

- Possess a Bachelor's degree or be enrolled in a graduate program at an accredited university in the following fields: international development, human rights, environmental studies, law, public policy, international relations or affairs, or another relevant field.
- Have 1-3 years of experience conducting research.
- Have a demonstrated history of academic and professional excellence.
- Be fluent in English, Cebuano and/or Waray, both written and orally. Applicants with strong written and oral language skills in these two local dialects will be given preference.
- Possess excellent written and oral communication skills in English, Cebuano, and/or Waray and the ability to translate from Cebuano/Waray to English and vice versa.
- Be willing and able to travel across Eastern Visayas and/or Northeastern Mindanao for a duration of a month.
- Be well organized, self-motivated, reliable, and able to work well both independently and as a part of a team. Successful candidates will demonstrate a history of accepting direction, taking initiative, and working well with both supervisors and peers.
- Have a demonstrated history of interest and/or involvement in the anti-human trafficking or climate change movements.
- Have a functioning knowledge of Microsoft Office, Google Suite, and data collection tools.
- Demonstrate an ability to engage cross-culturally and collaborate with global staff at a professional level.
- Be available to start in early July (contingent upon project approval) and work full-time for a duration of 2 months.

How to Apply

Applications should include 1) a tailored cover letter that outlines how your interest, skills and experience meet the qualifications for the position, 2) resume, and 3) a list of two references.

PLEASE SUBMIT YOUR RESUME and COVER LETTER TO: careers@freetheslaves.net by June 27th, 2022 5:00 p.m. PHST. Applications will be reviewed on a rolling basis.

Please include your last name in the title of the submitted document.

Free the Slaves is an equal-opportunity organization. Qualified applicants are considered without regard to age, race, color, religion, sex, national origin, sexual orientation, disability, or veteran status.