

Research and Development Coordinator

About CISDI

Center for Indonesia’s Strategic Development Initiatives (CISDI), as a Civil Society Organisation, strives to provide a critical bridge between community needs and public service delivery utilization under the umbrella of ensuring the achievement of the Sustainable Development Goals (SDGs). CISDI's areas of focus include strengthening health policy implementation in Indonesia, empowering youth and communities at the grassroots level, as well as advocating the mainstreaming of the SDGs into the National Development Plan.

Consisting of professionals that were behind the former Office of President’s Special Envoy on MDGs, CISDI inherited a team of people with tacit knowledge on the SDGs processes and finest position within government agencies. CISDI’s Founder and President of the Board is the Special Adviser to the Minister of Health while Board of Advisers and Board of Supervisors include, among others, the Deputy to the Presidential Chief of Staff.

CISDI is the initiator of *Pencerah Nusantara*, a primary healthcare-strengthening program that due to its’ built-in flexibility, responsiveness for growth, adaptation, and scaling-up, has been adopted by the MOH and scaled up as a national program, *Nusantara Sehat*.

CISDI encourages inter-organizational learning and policy transfer, viewing civil society involvement in policy spaces as an essential opportunity to realize an Indonesian society that is equitable and prosperous.

Details of Position	
Title	Research and Development Coordinator
Reports to	Programme Director
Selection Criteria	
<ul style="list-style-type: none"> • Priority will be given to applicants that hold Master degree in Statistic, Public Health (favourably from Biostatistic, Epidemiology, Public Health Policy Administration), or other related fields discipline - • A minimum of three years professional experience in research in public health or development work <p>OR the equivalent combination of education and experience</p> <ul style="list-style-type: none"> • Hands-on experiences in: <ul style="list-style-type: none"> ○ Creating detailed work of research protocols or implementation plans or activities; ○ Moderately supervise on research projects; ○ Drafting research proposal/protocols; ○ Designing and or developing detailed research methodology through quantitative and qualitative approach. ○ Using data or research results to measure program’s impact ○ Developing inductive reasoning for research’s theory and 	

critical analysis

- Master skills in data collection by means of survey, interviews, workshop, focus group discussions.
- Master skills in data analysis (using statistical software) and paper writing.
- Highly developed written, oral communication and presentation skills, both in Bahasa Indonesia and English
- Self-starter with the ability to work autonomously as well as in a team
- Flexibility and ability to quickly adapt to change
- Strong interpersonal skills, including building effective relationships, positive interaction and effective problem solving
- Interest and passion in public health, youth empowerment, and inclusive development

Position Purpose

CISDI's R&D Coordinator will support CISDI's overall working process of current and future programs and activities. The Coordinator is responsible in conceptualizing and designing research frameworks tailored to specific project needs, oversee research execution, analyze data, and make actionable recommendations. Coordinates multiple data collection efforts which may include other collaborating agencies or institutions. Write and edit reports and manuscripts; develop reports and work with funding agencies.

Core Duties & Responsibilities

- Leads in CISDI's research and development policies, objectives, and initiatives
- Collaborate with CISDI team in the strategic planning of programs and activities
- Develops research protocols that clearly describe research objectives and procedures necessary to test the hypotheses of the research project.
- Develop research designs, data collection methods and strategies for data management
- Coordinates multiple data collection efforts for one or more research projects which may include other collaborating agencies or institutions.
- Ensure that projects are executed successfully and completed within time frames to meet research objectives.
- Write technical reports and manuscripts for publication or presentation.
- Supervise the research officers. Set organisational and individual officer goals and provide routine evaluations of progress toward these goals. Identify and promote professional growth opportunities for staff.
- Ensure adherence to professional standards and ethics of prospect research
- Ensures the smooth and efficient day-to-day operation of research and data collection activities; acts as the primary administrative point of

contact for internal research staff and as the principle operational liaison for other research organizations, funding agencies and regulating bodies

- Integrate information from multiple sources to ensure that research proposals meet the necessary requirements of funding agencies.