

Job title: Researcher/Analyst

Location: IPC Ankara office

Sabancı University, Istanbul Policy Center (IPC) seeks a full-time Researcher/Analyst to work for a program focusing on political reform issues.

The position is based in Ankara, and the program will continue until the end of March 2018, with a possibility of extension.

Duties and Responsibilities:

- Closely monitoring the political agenda and providing political and programmatic analysis
- Monitoring media on political reform issues and providing suggestions on program strategies
- Working closely with senior experts, academicians, and civil society leaders to produce policy reports and analysis
- Preparing a variety of documents including media briefs, one-page policy briefs

Requirements:

- Capacity to analyze the political situation through the perspective of political reform
- Strong writing skills to formulate policy as well as documents for a variety of target groups
- Strong research skills to collect information from a wide variety of sources on political reform topics
- Good interpersonal skills to effectively interact with all levels of experts and civil society leaders
- Good oral and written communication skills to effectively present information and respond to questions
- Capacity to work both independently and as a member of a team
- Excellent organizational skills and attention to detail
- Ability to prioritize and manage multiple tasks simultaneously and meet deadlines
- Excellent written and spoken English

Interested applicants can submit their resume and a writing sample to **Neslihan Uras** (neslihanuras@birarada.org) no later than **September 25, 2017**.

Only shortlisted candidates will be contacted for the interview.

Interviews will take place on a rolling basis until the position is filled.