

JOB PROFILE

1. Position Detail

Job Title	Researcher
Job Grade	Temporary Position
Location	Auckland Park, Johannesburg

Position in the Organisation:

Department	Research, Training, Monitoring and Evaluation
1st Line Manager	Research and Training Manager
2nd Line Manager	Executive Manager: Research, Training, Monitoring and Training
Direct Subordinate(s)	None

Overall Purpose of the Job

Purpose Statement
Under the supervision of the Research and Training Manager, the Researcher will lead the coordination, facilitation, implementation and dissemination of internal and external research on media development and diversity, to ensure a body of knowledge regarding media sustainability and diversity and to nurture growth of the community media sector and indigenous languages within communities. Responsible for the design, and implementation of research that relates but not limited to the MDDA mandate.

Key Responsibilities
The Researcher will be responsible for the following. - Lead the development of the concept document and prepare the memo for the Research & Training Manager's approval for research. - Conduct field research and/or desktop research to improve and enhance research deliverables for the MDDA.

- Review research technical documents, analysis reports and presentations findings undertaken by the Research Assistants
- Assist with managing service providers conducting research on behalf of MDDA and monitor research deliverables therein ·
- Analyse data, prepare reports and present research findings to internal and external stakeholders.
- Support the development of insights required through technical documents, abstracts, presentations and reports documenting achievements, lessons learnt, and other findings related to the programmes, for communication and use by the organization
- Any other activities as assigned by line management.

Education (Formal Qualification Required)

Minimum
Honours Degree (NQF 8) in Social Sciences, Media Studies or Related Fields
Advantageous
Driver's License

Legal Requirements (e.g. Driver's License, etc.)

Detail
None

Experience (Experience Required - Number of years)

Minimum
Minimum of two years' experience in media research
Minimum of two years' experience with data collection, data analysis and report writing
Advantageous
Experience in the media sector

2. Competencies (Knowledge, Skills and Behavioural Attributes) - Please note: The norm in the industry is to not have more than 7 Skills and Behavioural Attributes per job profile.

Knowledge	Skills	Behavioral Attributes
Research report writing	MS Office proficiency including use of various database applications.	Attention to detail
Research methodologies and tools	Coordination	Client focused
Knowledge of the South African media landscape	Research	Team player
In-depth knowledge of the South African media landscape		Accuracy
Ability to analyse, evaluate, verify, and edit data.		Integrity
Proficiency in at least one local language apart from English.		Analytical

3. Special Requirements

Detail
Local travel is inherent to the position.