



## Terms of Reference (TOR) For Short Term Research Training

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**REFERENCE NUMBER:** TIK/ACCORE/002/2022

**ASSIGNMENT:** Research Training

**DEVELOPMENT PERIOD:** 30 days

**LOCATION:** Nairobi

**POSTING DATE:** 25<sup>th</sup> July 2022

**DEADLINE FOR SUBMISSION:** 16<sup>th</sup> August 2022

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### Organizational profiles

#### Accountability Research Hub

[Accountability Research Hub \(ACCORE\)](#) is an independent hub of scholars who come together to investigate and provide civic actors and industry decision makers with critical information and analysis on governance, accountability and climate justice. The hub is dedicated to informing and improving public agency and policy through empirical, accurate and high-quality research, innovation, and dialogue to advance inclusive, responsive, and accountable governments and climate justice in Kenya and the Eastern African region. The think-tank envisions an open, healthy, sustainable, and just world.

#### Transparency International Kenya

Transparency International Kenya (TI-Kenya) is a not-for-profit organization founded in 1999 in Kenya with the aim of developing a transparent and corruption-free society through good governance and social justice initiatives. TI-Kenya is one of the autonomous chapters of the global Transparency International movement that are all bound by a common vision of a corruption-free world. TI-Kenya's vision is "A corruption-free Kenya". The mission is to champion the fight against corruption by promoting integrity, transparency and accountability. TI-Kenya's work is currently organised around four strategic focus areas namely, Public Accountability; Policy, Legal and Institutional Frameworks; Social Justice and Economic Accountability, and Institutional Development.

### Background

ACCORE Mentorship is an experience building initiative geared toward impacting knowledge and skills to Research Trainees interested in using research to bring about social change. ACCORE has partnered with Transparency International Kenya (TI-Kenya) as Co-founder and developed a mentorship curriculum to be used in mentoring Research Trainees.

In line with the mentorship policy, ACCORE invites applications from interested candidates (Research Trainees) to be mentored while taking a model research in order to transfer research skills.

### **Purpose of the Mentorship**

The purpose of the Mentorship is to equip young trainees to join the Research Hub and be ready to execute all the social research opportunities that will arise. They will be subjected to the following duties:

- Collect and log experimental data
- Conduct statistical analyses of data sets
- Prepare graphs and spreadsheets to portray results
- Create presentation slides and posters to help researchers present findings
- Review print and online resources to gather information
- Carry out experiments and research according to protocols laid out by primary researchers.
- Check facts, proofread, and edit research documents to ensure accuracy
- Maintain laboratory equipment and inventory

### **Objectives of the Training**

- Develop and enhance critical-thinking skills
- Further develop reading and comprehension of scientific articles
- Preparation of research report for submission to professional meetings
- Develop familiarity with various research methodologies and related concerns
- Learn to use statistical software programs (e.g., SPSS, SAS)
- Participate in the data-collection process
- Develop capacity to pose effective research questions and hypotheses
- Keep a research journal
- Develop and pursue your unique research question(s)
- Develop the ability to conduct literature searches through the library and internet
- Preparation of research report for submission to journal
- Develop and improve technical writing, oral presentation skills, and research proposal writing
- Develop a portfolio of research reports and summarizations
- Apply ethical principles in actual research situations
- Develop understanding of statistical analyses and data management skills
- Developing research questionnaires and protocols and conducting subject interviews

## Trainees Skills and Qualifications

Candidates should possess the following minimum qualifications:

- Age: - below 35 years of age
- A minimum of undergraduate degree in the following fields, Social Science, Humanity, Health Science and any other relevant degree.
- Previous engagement or work with Civil Society organizations is an added advantage
- A demonstrate high level of professionalism and ability to work independently and within tight deadline
- Strong interpersonal and communication skills.
- High proficiency in written and spoken English.
- Self-driven with a focus on results.
- A person of high integrity that will model ACCORE core values

## Application Process

Candidates are requested to submit one document of not more than 5 pages as single attachment containing the following.

- i. Cover letter, providing justification for and why you are best suited for the training
- ii. Resume of the applicant
- iii. Academic Certificates and appraisals letters

## Submission of application

The deadline for submission of applications is **16<sup>th</sup> August 2022**. Applications should be sent by email to [info@aresearchhub.co.ke](mailto:info@aresearchhub.co.ke) and [procurement@tikenya.org](mailto:procurement@tikenya.org) . Please indicate “**TIK/ACCORE/002/2022–Research Training**” in the subject line of your email application.

## Complaints Process

This call for Expression of Interest does not constitute a solicitation, ACCORE and TI-Kenya reserves the right to change or cancel the requirement at any time during the EOI process. ACCORE and TI-Kenya also reserves the right to require compliance with additional conditions as and when issuing the final solicitation documents. Submitting a reply to a call for EOI does not automatically guarantee receipt of the solicitation documents when issued. Invitations to bid or requests for proposals will be issued in accordance with ACCORE and TI-Kenya rules and procedures. Any grievances and or complaints arising from the evaluation process and final tender award can be addressed, in writing, to the Executive Director and the TI-Kenya Tender Complaints Committee.

The Executive Director,  
Transparency International Kenya,  
Kindaruma Road, Off Ring Road Kilimani,  
Gate 713, House No. 4,  
P.O. Box 198- 00200, Nairobi  
Or  
Email: [complaints@tikenya.org](mailto:complaints@tikenya.org)

