

Data Analysis Intern

Internship Announcement



Starting date - As soon as possible

Contract Type - Full-time (40 hours/week; amount prorated if fewer hours/week)

Salary - 1,500 CHF per month

Application closing date - 31 March 2017



Description

The Better Cotton Initiative (BCI) is a multi-stakeholder Standards System set up to make global cotton production better for the people who produce it, better for the environment it grows in, and better for the sector's future. The Better Cotton Standards system is a pragmatic, innovative, highly credible, and constantly evolving system that is designed for scale and impact. There are currently 1.5 million licensed BCI Farmers and over 1,000 BCI Members from across the cotton sector working together to promote measurable and continuing improvements for the environment, farming communities, and the economies of cotton-producing areas. This role offers you the opportunity to join an enthusiastic, dynamic team that is making significant global changes.

BCI seeks a Data Analysis Intern to contribute to building BCI's evidence base by focusing on analysis of annual agronomic, economic, and social indicators. The intern will assist in cleaning, clarifying, and analysing data from more than 140,000 farmers in Asia, Africa, South America, North America, and Australia. S/he will play a role in helping to create data feedback loops that will contribute to continuous improvement and influence programmatic change at the field-level. S/he will also provide data visualisation support to be used in field-level learning and external communications.

Responsibilities

1. Consolidate, clean, and reshape data in Excel
2. Assist in data analysis and visualisation using Tableau software in BCI's learning dashboards
3. Support in piloting interactive, sharable dashboards with partners and BCI country staff
4. Assist in responding to requests for data and analysis from members, partners, and donors in line with BCI's Data Communication Policy
5. Maintain complete and consistent data files

In addition to the quantitative data management activities, the intern will also have the opportunity to support on BCI's M&E strategy development and implementation by performing research-related tasks as agreed upon with the Monitoring and Evaluation Manager.

Learning and Development

The intern will benefit from the following:

- Experience in cleaning data and performing analyses related to sustainable agriculture
- Management of large amounts of data
- Experience in creating data visualisation dashboards using cutting edge data visualisation software

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- Working in an international multi-stakeholder organisation
- Working with a globally dispersed and culturally diverse team

Profile

To be successful, candidates will have the following attributes:

Required
Interest in sustainable agriculture and Monitoring and Evaluation
Understanding of and experience with elementary statistics
IT skills, in particular with Excel and preferably with databases and data visualisation
Strong attention to detail, solves problems independently, and is persistent in accurately performing repetitive tasks
At least 1 year work experience
Desirable
Knowledge of Tableau software is desirable but not essential
Fluency in English, written and spoken (knowledge of French and/or Portuguese is desirable but not essential)

Working arrangements

The internship is full time (40 hours per week) and based from the BCI Secretariat office in Geneva. The intern will report to the Monitoring and Evaluation Manager for her/his work programme and outputs.

Applications

Interested applicants with the required attributes are asked to send, in English, a CV (maximum 2 pages) and a cover letter (maximum 1 page), by email to recruitment@bettercotton.org.

Expected start date: as soon as possible

We thank all applicants for their interest. Please note that, due to the large volume of applications we receive, only candidates shortlisted for an interview will be contacted.

Only candidates eligible to work in the Switzerland or holders of a valid work permit will be considered.

BCI is an equal opportunities employer, and is committed to good practice and transparency in the management of natural, human, and financial resources.