

Sikika PFM - SNOBS Job Advert

Sikika's Public Finance Management (PFM) Department is planning to conduct a **Subnational Open Budget Survey** (SNOBS) that has been designed to assess the level of budget transparency at the local government level.

About us: Sikika PFM Department was founded in 2016. Our core mission is to promote good financial governance and practices through research in wide range of issues such as tax policy, budget process, and audit and in that way influence policy change in Tanzania.

About SNOBS study: In 2013, [International Budget Partnership](#) (IBP) developed a [Subnational Open Budget Survey](#) (SNOBS) to assess the availability and quality of budget documents as well as opportunities for citizens to participate at various stages of the budget process at the local government level based on internationally agreed good practice standards.

The SN OBS has four specific objectives:

- To assess the timely availability of budgetary information to citizens at the subnational level;
- To assess the clarity and relevance of the information included in the main budgetary reports available to citizens at the subnational level;
- To assess the quality of the mechanisms utilised for disseminating budgetary information to citizens; and
- To assess the quality of the channels established for citizen participation in the review and oversight of budgetary documents.

During the survey's implementation stage, the researchers will first gather and record documentary evidence to support the survey results. This process includes **3 field trips** to Local Government Authorities (LGAs), which includes on-site observations, formal information requests, and interviews with local government officials, councilors, and/or citizens. The evidence for survey responses includes references to the relevant parts of budget documents, citations of laws or regulations; or quotations from interviews with local government officials, councilors, and/or citizens.

After the data collection is finished, the whole research team will meet for a 3-day **evaluation workshop** to **fill out the SNOBS questionnaires**. LGAs are then invited to provide their comments on the first draft of the completed questionnaires. These government comments, as well as relevant **counter-responses** by the researchers and the related comments of the survey coordinator will be retained in the final published version of the completed questionnaires.

The responsibilities of the data collectors will be:

- Attending a 3-day **training workshop** about the SNOBS questionnaire, survey methodology, and administering the data collection tools.
- **Desk-based search** for budget information on the Internet.
- Performing **first field trip** to conduct on-site visits at LGA offices and service facilities and conduct formal requests of budget information.
- Perform **second field trip** to follow up on formal requests, undertake on-the-spot analysis where necessary, and conduct field interviews with key informants at local government level.
- Perform **third field trip** for second follow up on formal requests, undertake on-the-spot analysis where necessary, conduct further field interviews with key informants, and collection of other missing information.
- Attend 3-day **evaluation workshop** for completing of SNOBS questionnaires together with the other research team members.

- Provide **counter-response** to local government feedback on SNOBS questionnaires.

Requirements:

- Researchers should demonstrate data collection experience of **at least 2 assignments** of similar nature and provide a résumé with relevant references and referees.
- Familiar with the administrative structures in Tanzania
- Good computer skills
- Good negotiation and communication skills
- Strong organizational skills and the ability to prioritize tasks
- Initiative and ability to work independently
- Good spoken and written English and Swahili
- Availability of 2 months, between August and October

Closing date of applications: **05 July 2019**

Duration of contract: **Two months**

Contract start: **August or September 2019**

Salary: 1,000,000 TSh per month plus field allowances

HOW TO APPLY:

Interested applicants must submit below documents to the email address info@sikika.or.tz:

1. The applicant's most current and up to date CV
2. Relevant References

Female applicants are strongly encouraged to apply.