



# Khyber Pakhtunkhwa Judicial Academy

An institution to build and enhance the capacity  
of justice sector institutions and help establish  
rule of law

## TERMS OF REFERENCE FOR SPECIAL SERVICE AGREEMENT

**Position:** Quantitative Specialist

**Number of Positions:** 1

**Length of Contract:** 30 days (Periodical Assistance Required)

**Start Date:** June 2013

**Duty Station:** Peshawar

**Main Duties:** Providing Expert advise on designing and using databases and SPSS

### 1. Background:

The Khyber Pakhtunkhwa Judicial Academy (Academy) is currently implementing two research projects:

- a. ADR: Gaps between the Formal and Informal Justice System in Malakand
- b. Civil disputes culminating into criminal conflicts

Both projects are being funded by the United Nations Development Program (UNDP) under SRLM programme. Project one seeks to enhance the efficiency of justice services delivery in the militancy hit Malakand that shall, in the long run, contribute to lasting peace through the establishment of the rule of law. In order to assess the extent of gaps between formal and informal dispute settlement mechanisms in Malakand division of Pakistan's Khyber Pakhtunkhwa province, a baseline assessment is envisaged to capture the larger canvas of all the related issues around legal empowerment, the nexus of poverty/ vulnerability and formal/informal justice system and the various mechanisms of redress mechanisms available for all. This baseline assessment will not only map the entire landscape of the formal and informal justice system vis-à-vis performance of justice system but will also attempt to delineate the issues of access, knowledge, attitudes and practices. Thus it will comprehensively inform the subsequent project interventions along with providing milestones of achievements.

Project two seeks to explore the grounds for civil litigation resulting in criminal disputes. Focusing on Pakistan's Swat valley—recently hit by militancy—this study investigates if, why and when a civil dispute culminates to a criminal conflict and what implications does it bring on the rule of law and dispensation of justice.



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## 2. Main Duties:

Under the direct supervision of Principal Investigator, the main duties and responsibilities of the Quantitative Specialist will be as follows:

- Assisting PI on the technical aspects of both studies
- Assisting in designing the questionnaires
- Providing expert advise on technical issues involved in KIIs
- Designing analysis needs of both studies
- Providing training to enumerators and data entry operators on SPSS
- Providing Expert advise on designing and using databases
- Guiding data entry operators on data cleaning
- Assisting PI on data analysis

The quantitative specialist is expected to work for 30 days periodically spread over an agreed time period.

## 3. Qualifications:

Phd in statistics or related discipline or a second class masters degree in Statistics or related discipline with at least 5 years experience in the relevant field having a rich experience of quantitative research methods.

## 4. Other requirements:

- Ability to work and act under pressure
- Proven ability to establish priorities and to plan, organize, and monitor own work plan
- Ability to work as an effective member of a team
- Excellent and effective communication skills
- Excellent interpersonal skills; ability to establish and maintain effective working relations with people
- Thorough knowledge of SPSS programme

## 7. Payment terms:

The Quantitative Specialist will be paid a lump sum amount of Rs.100000.