

## Senior Specialist / Specialist Partnerships and External Relations

<b>Organization</b>	Coalition for Disaster Resilient Infrastructure (CDRI)
<b>Posting Date</b>	18 August 2021
<b>Location</b>	New Delhi
<b>Grade</b>	Senior Specialist / Specialist
<b>Salary and benefits</b>	INR 1.25 to 1.75 lakhs per month + other benefits (Designation and salary will be offered commensurate with experience and qualifications)
<b>Contract</b>	Fixed Term Contract (3 years), Full-Time, National Hire,
<b>Occupational Groups</b>	Infrastructure, Development, Disaster Risk Reduction, Partnerships, External Relations, Stakeholder Management
<b>Last Date</b>	7 September 2021

### Background

The Coalition for Disaster Resilient Infrastructure (CDRI) is a multi-stakeholder global partnership of national governments, UN agencies and programmes, multilateral development banks and financing mechanisms, the private sector, and academic and knowledge institutions. It aims to address the challenges of building resilience into infrastructure systems and development associated with it. The vision, mission, goal and objectives of the CDRI are explicitly linked to the post-2015 development agendas. The Coalition will also contribute to the resilience of the global infrastructure systems in an increasingly interconnected world.

The CDRI will support countries to upgrade their systems for ensuring disaster and climate resilience of existing and future infrastructure. It seeks to rapidly expand the development of and retrofit resilient infrastructure to respond to the SDGs objectives of expanding universal access to basic services, enabling prosperity, and decent work.

The Government of India has established a Society in New Delhi to act as the Secretariat of CDRI. The Secretariat functions under the direction of the international Governing Council and implements the programs of CDRI. This position is being advertised for staff positions on Fixed Term Contract of three (3) years.

### Objective of this position:

To conceptualize, initiate, develop and forge partnerships with diverse stakeholders and manage external relationships to promote Disaster Resilient Infrastructure.

### Role and Responsibilities:

- Support the development of partnership and external relations strategy in line with the aims of CDRI.
- Build and maintain relationships with CDRI's members/donors demonstrating professionalism in providing advice and information on CDRI activities with sensitivity to member concerns
- Support in the development of an engagement strategy for CDRI with relevant stakeholders drawing upon the work of CDRI and its partners.
- Map and coordinate closely with government agencies, infrastructure sector partners, private sector organizations and other relevant stakeholders concerning disaster resilient infrastructure activities and maintain up-to-date information on their activities and programs.

- Support the development of a strategy for awareness generation at the policy level on issues related to disaster and climate resilient infrastructure.
- Promote and position the organisation as a people-oriented organisation for problem solving, learning and advise relating to infrastructure resilience.
- Identify relevant national and international forums and prepare a strategy for CDRI engagement in those forums.
- Support programmes and projects of CDRI from a partnerships and external relations lens.
- Work closely with advocacy and communications teams to enable and inform strategic engagement on DRI with members, partners and stakeholder groups including developing linkages with national and international institutions of excellence working on issues related to disaster resilient infrastructure
- Support the development and delivery of CDRI's events and external engagement collaboratively with internal teams.
- Attend and document meetings or consultations with external stakeholders as required.

### **Competencies:**

#### Essential:

- Demonstrated strategic, technical and intellectual skills in the substantive area;
- Detailed knowledge and understanding of key donors, their priorities and areas of interest and adapting content and approaches of resource mobilization activities to their requirements;
- Demonstrated experience of managing multilateral decision-making processes;
- Understanding of more advanced aspects of resource mobilization as well as the fundamental concepts of related disciplines;
- Experience in establishing and managing high value partnerships and networks with partners;
- Demonstrated facilitation and coordination skills, ability to work in a technical team;
- Proven ability to work effectively in multi-disciplinary and multi-cultural teams;
- Excellent communication and interpersonal skills and a proven ability to be flexible in demanding situations;
- Analytical and strategic planning skills and the ability to handle multiple priorities;
- The ability to present information and concepts clearly, both verbally and on paper;
- Proven ability to draw inputs from multiple disciplines and synthesize them to address specific problems;
- Experience of drafting knowledge products such as books, articles, research papers, toolkits, guides, policy papers and notes, baseline studies and/or comparative studies;
- Familiarity with international frameworks like the Sustainable Development Goals (SDGs) and the Sendai Framework on Disaster Risk Reduction and the Paris Agreement on Climate Change.
- Strong interpersonal and written and oral communication skills;
- Past track record/Ability to work independently, deliver timely and quality products; and
- Computer proficiency, especially related to professional office software packages (Microsoft Office)

#### Desirable:

- Experience in developing and implementing partnership strategies for large organizations in public or private sectors.
- Understanding of issues related disaster management and climate and disaster resilience of infrastructure
- Deep understanding of research activities, project implementation and donor reporting.

**Qualifications:**

Post-Graduate qualification in international relations, public relations, international cooperation for development, communication, social science, journalism, political science or related field.

**Experience:**

**Senior Specialist / Specialist:** Minimum 7 years of overall experience with at least 2 years at the national or international level, including experience within the international development system on resource mobilization and partnership development. Familiarity with fund raising for development programming preferred. Specific experience in disaster risk reduction will be given additional weightage.

**How to Apply:**

If you have experience of working in a similar capacity and want to make an active and lasting contribution in a global initiative spearheaded by India, please apply through the **online application form only** on or before the last date.

Application Process: Online application form will be available at <https://cdri.world/career/career.php>.

CDRI is committed to achieving workforce diversity in terms of gender, nationality, and culture. Individuals with disabilities are equally encouraged to apply. All applications will be treated with strict confidence.

CDRI has ZERO Tolerance on sexual exploitation and abuse, any kind of harassment including sexual harassment and gender / racial discrimination. Any selection therefore will be subject to satisfactory reference and background check.