

Terms of Reference

Principal / Lead Specialist – Research

Organisation	Coalition for Disaster Resilient Infrastructure (CDRI)
Job posting date	18/09/2020
Location	New Delhi, India
Grade	Principal / Lead Specialist
Salary and benefits	INR 1.75 to 2.50 lakhs per month + 10% Transportation allowance + 10% Housing allowance, (salary and designation will be offered commensurate with experience and qualifications)
Contract	Fixed Term Contract (3 years), extendable to another 3 years, Full-Time, National Hire
Occupational groups	Infrastructure, Development, Disaster Risk Reduction, Publishing
Last date of application	13/10/2020

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 outcome of such collaboration would be aimed at building resilient economies and resilient people through cross-sector commitments at all levels towards adaptation and resilience with concrete outcomes that will bring resilience action to global scale.

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 Sustainable Development Goals (SDGs) objectives of expanding universal access to basic services, enabling prosperity, and decent work. CDRI envisions enabling measurable reduction in infrastructure losses from disasters including extreme climate events.

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 conceptualise, initiate, and develop strategic and executional guidance for CDRI's research activities relating to disaster and climate resilience in infrastructure sectors. Reporting to the Director (Research and Knowledge Management), CDRI, the incumbent will facilitate in developing research projects, monitoring, and ensuring research quality for effective accomplishment of activities under the Strategic Priority 2: Research and Knowledge Management of CDRI.

Role and Responsibilities:

- Lead and provide strategic, conceptual, and executional guidance for CDRI's research activities.
- Develop systems for ensuring high-quality research throughout the research life cycle including, review of ongoing research, validation, receiving peer review by experts, and synergy among different research projects of CDRI and partner organizations.
- Visualise and identify research areas, develop concept notes/proposals, evaluate research aspect of the proposals submitted by agencies, and the overall research process within those projects.
- Co-create and support development of research outcomes and other knowledge products including manuals for conducting research, case studies, toolkits, presentations, and learnings in line with the mission of CDRI.
- Negotiate, build, and grow global network of research and knowledge organizations, innovation hubs, other similar initiatives, relevant government departments, industry, patent agencies, experts, and other cross functional teams; to act as catalyst for capacity development.
- Identify best global avenues and platforms in terms of journals, blogs, conference proceedings, international and national forums etc., for feeding into the ongoing research and outcomes as achievements of CDRI.
- Extend support in the development of repertoire of knowledge products and publications in line with CDRI's goals and objectives.
- Preparation of guidelines for research methodology for standardization of research work.
- Facilitate sharing and dissemination of knowledge products at national, regional and global platforms, and ensure that they feed into practice.
- Coordinate and support other specialists in Research and Knowledge Management as well as Advocacy and Partnerships teams for development and dissemination of research and knowledge products at national and international platforms through CDRI and other agencies.
- Coordinate, support, and liaison with external stakeholders/ agencies/ consultants for developing research and knowledge products at CDRI.
- Provide mentoring and training for other staffs in research and
- Attend meetings or consultations with external stakeholders, as required.
- Any other tasks as directed by CDRI.

Competencies:

Essential:

- Knowledge and experience in entire research-life cycle, theoretical and practical research, multiple research methods, research philosophy, and micro-steps of converting research to knowledge.

- Advanced ability to support and develop complex methods for real world research, data collections techniques such as field study, surveys, action research, meta-analysis and collation of existing knowledge.
- Knowledge and experience of writing research papers, policy briefs, case studies, presentations, and blogs, and learnings.
- Should have familiarity of latest research trends, analytical tools, research innovations, and
- Should have published peer-reviewed research papers or international reports and should have presented research at reputed platforms (preferably international forums).
- Demonstrated capability in technical, strategic, and intellectual skills in the substantive area of resilient infrastructure.
- Familiarity with international frameworks like the SDGs and the Sendai Framework on Disaster Risk Reduction (SFDRR) and the Paris Agreement on Climate Change.
- Experience of working in international organisations or multi-cultural set up.
- Demonstrated leadership, facilitation and coordination skills, ability to manage technical team.
- Proven ability to work effectively in multi-disciplinary, multi-cultural teams and multi-national 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.
- 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.
- Strong interpersonal and written and oral communication skills to all levels of internal and external contacts.
- Past track record/ability to work independently, deliver timely and quality products; and
- Advanced computer proficiency.

Desirable:

- Proven experience in strategizing, developing, and implementing research projects for in infrastructure, disaster, or resilience context.
- Actively involved as the peer reviewer of international journals and conference papers.

Qualifications:

Educational Criteria:

PhD or equivalent qualification in related fields of disaster management, climate change development studies, engineering, management, urban planning, sustainable studies with strong publication credentials.

Experience Criteria:

Minimum 10 years of overall experience with at least 4 years in leadership positions or heading research projects, in policy research, sustainable development, international relations, disaster risk reduction, infrastructure, climate change related fields. Minimum 3 years of experience as a staff or consultant in an international organisation.

Reporting Line:

The incumbent shall report to Director (Research and Knowledge Management).

Language Proficiency:

- Fluency in English.
- Knowledge of language of a CDRI Partner country will be an asset.

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 www.cdri.world/jobapply.php from 23rd September 2020.

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.
