



Linking local priorities and global challenges

Researcher

Job details

Group	Climate Change Group (CCG)
Reports to	Researcher or Senior Researcher - Devolved Climate Finance
Responsible for	Support delivery of IIED's climate finance and drylands work programme
Purpose of job	To support IIED work programmes on climate finance and drylands
Main contacts	Internal: CCG Staff, other colleagues across the institute
	External: Project partners and consultants, local government staff, members of the public in areas where climate finance is delivered
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Contract type	Fixed Term (12 months)
Hours	Full time
Location	Central London
Grade and salary	Grade 5: £31,433 to £34,589 pro-rata depending on skills and experience (up to £39,007 pro-rata available for exceptional candidates).

Context

IIED is a policy and action research organisation. We promote sustainable development to improve livelihoods and health and protect the environments on which these are built. We specialise in linking local priorities to global challenges. IIED is based in London and works in Africa, Asia, Latin America, the Middle East and the Pacific, with some of the world's most vulnerable people. We work with them to strengthen their voice in the decision-making arenas that affect them — from village councils and informal settlements to international conventions.

Main responsibilities

1. Research and intellectual leadership (50%)

Under the guidance of more senior researchers:

- Contribute to the development of research themes related to climate finance, adaptation and resilience. This includes research relating to; delivering climate finance to where it is needed most ("*Money where it matters*"); Gender and Climate Change; strengthening local capabilities to access and manage climate finance, climate responsive water governance, sustainable development in the drylands.
- Support the ongoing Devolved Climate Finance (DCF) research/work in Kenya, Tanzania, Mali and Senegal

- Identify and apply methods to obtain primary and secondary information and data, and undertake quantitative and qualitative data analysis.
- Carry out desk-based research on key topics including water governance, transformative gender adaptation, community leadership, and others as necessary
- Support development and implementation of community-based resilience planning tools that enable gender responsive planning by local governments
- Critically analyse and interpret data from a range of sources.
- Identify ways of applying the new knowledge in practice.
- Report on and explain research findings clearly and accurately within climate change and team meetings
- Provide specific intellectual inputs to research outputs and activities led by others.
- Contribute to developing research partnerships and capacities of local partners in developing countries.

2. Management and coordination (15%)

- Supporting senior and principal researchers with the project management tasks under the climate change groups portfolio of projects.
- Take initiative to identify and organise resources for project planning and delivery, supervision and, interns, consultants and collaborators.
- Contribute to setting up and monitoring project budgets in conjunction with group managers or coordinators.
- Develop ToRs for collaboration with partners and subcontractors and support procurement of other necessary skills or expertise as necessary.
- Support senior members of staff in the preparation of financial and technical documents for accurate project reporting.
- Manage personal administrative tasks related to own work.

3. Communications, outreach and influence (15%)

- Write or co-write research findings for publication and dissemination targeting different audiences and using different media.
- Review and edit research and communication outputs for finalisation.
- Contribute to the dissemination of knowledge and communication products and to the promotion of subject knowledge within IIED and where appropriate at international forums and debates.
- Monitor and update the team website to ensure publications and project information is up to date.
- Perform other analytical and editorial tasks in support of IIED research agenda.
- Organise the technical aspects of, and run, meetings, workshops and other events.

4. Business development and fundraising (10%)

- Undertake background research, identify, collate and analyse relevant documentation and other materials to assist with the development of project proposals.
- Under the guidance of senior members of staff write up relevant sections of new project concepts, proposals and funding application forms.
- Take initiative to identify potential further sources of funding relevant to the teams work
- Provide basic elements of information to managers and coordinators to help drafting budget proposals.

5. Liaison and networking (5%)

- Support the organisation and running of knowledge forums, platforms etc.
- Maintain partnerships, working relationships and collaborations in own research area.
- Participate in relevant networks, networking processes and communities of practice, for example on gender and climate change

6. Contributions to institutional life (5%)

- Participate in group, cross-cutting and institute activities and processes as required.
- Participate in organisation-wide projects, initiatives, forums or working groups.
- Join discussions on research agendas, strategies and plans.
- Supervise and/or mentor interns, research assistants and other collaborators as relevant.
- Develop internal contacts, networks and interactions and contribute to intellectual debates and peer-reviews.

The job description defines the level of responsibility and area(s) of involvement of the post; the details of the duties may change over time and do not form part of the contract between IIED and the post holder

Person specification

Skills and experience

	Essential	Desirable
Qualifications	Masters in Development Studies, Environmental Sciences, Geography, Environmental Economics or related fields.	
Knowledge		Understanding/experience of mainstreaming climate into government
		Understanding of Ecosystem Based Approaches to adaptation
	Strong Understanding of concepts and issues and concepts relating to climate change, adaptation and resilience	Understanding of climate change implications in Urban Areas.
	A sound understanding of approaches to climate change adaptation in practice, including participatory approaches to implementation and key challenges	Understanding or experience working and practicing gender and development concepts
Experience	Experience working collaboratively in a developing country setting	Experience living in East/West Africa or a developing country context.
	Experience in participatory approaches/tools and/or working with communities	
	Demonstrable experience building relationships and working collaboratively with partner institutions and staff, often overseas	
		Experience of working with governments, particularly local government, providing advisory services, supporting research or building capacity
Skills	Willingness and ability to travel up to 3 months of the year, usually in one to	

three week visits, as appropriate to project commitments

Organisational Skills:

- Prioritise, organise and manage time, tasks and workload
- Work independently with limited supervision

French speaking

Quantitative Data Analysis and Methods

Working knowledge of stats / data analysis packages

Experience of managing the logistics for field research, meetings, seminars/workshops – managing people and budgets

Advanced IT skills (word processing, spreadsheets, presentation software)

Strong communication skills:

- Ability to communicate in English orally and in writing
 - Ability to write effectively in a range of styles and formats
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Behavioural competencies

Competency	Description	Level required
Delivering excellence	A concern for delivering high quality work and improving performance. Consistently looks for ways to add value to colleagues, partners and stakeholders	3
Flexible thinking	The ability to understand and appreciate issues from a wide range of perspectives and adapt one's thinking and approach based on this understanding	3
Information seeking	A curiosity to find out more about people, concepts and issues. Asks questions to clarify understanding, conducts research or scans the environment for information that may be of future use	3
Initiative	Thinks ahead and takes decisive action to make the most of opportunities and avoid future issues	3
Integrity and commitment	Demonstrates a commitment to the values of IIED and acts in the best interest of the organisation and its partners / stakeholders	3
Understanding contexts	An ability to understand the organisational, political and cultural context within IIED and across other organisations / political bodies	3
Working collaboratively	A desire to work cooperatively with others to maximise the effectiveness of IIED, build knowledge and understanding and minimise duplication of effort	3