

**Position: Research Associate (Knowledge Management), Scaling City Institutions for India:
Water and Sanitation (SCI-FI)**

About Scaling City Institutions for India (SCI-FI) at the Centre for Policy Research (CPR)

The Centre for Policy Research (CPR) has been one of India's leading public policy think tanks since 1973. The Centre is a non-profit, independent institution dedicated to conducting research that contributes to a more robust public discourse about the structures and processes that shape life in India.

CPR's community of distinguished academics and practitioners represents views from many disciplines and across the political spectrum. Senior faculty collaborate with more than 50 young professionals and academics at CPR and with partners around the globe to investigate topics critical to India's future. CPR engages around five broad themes: economic policy; environmental law and governance; international relations and security; law, regulation, and the state; and urbanisation.

The Scaling City Institutions for India: Water & Sanitation (SCI-FI: Water and Sanitation) at CPR is a multi-disciplinary research, outreach and policy support initiative. It has two key thematic focus in areas of Land, Housing and Planning, and Water and Sanitation. The SCI-FI initiative is nested at CPR since 2013.

SCI-FI programme at CPR aims at cross-sectoral and policy-relevant research on urban sanitation. It seeks to understand the reasons for poor sanitation, and to examine how these might be related to technology, service delivery, institutions, governance, finance, and socio-economic dimensions. It also seeks to support national, state and city authorities in developing policies and programmes for intervention with the goal of increasing access to safe and sustainable sanitation in urban areas.

SCI-FI programme on Water and Sanitation has been working in Odisha since 2013 with Housing and Urban Development Department (H&UDD) on Water and Sanitation.

Description of Roles and Responsibilities

- Develop, write and manage content relating to the SCI-FI initiative on the website, social media channels and other public-facing platforms
- Build, grow and engage with followers on social media, ensuring a clear and relevant narrative and tracking progress through appropriate analytics
- Draft press releases to highlight the work of the initiative and its key thematic focus areas.
- Prepare periodic annual reports for various parties, including CPR, funders, and Government.

- Build and maintain networks with key stakeholders and pitch research outputs in the media
- Build and maintain a regular and diverse media presence through facilitating the writing
- of op-eds, developing relationships with journalists, coordinating interviews, etc.
- Explore new and timely partnerships with media (print and digital)
- Knowledge dissemination support (through workshops, policy labs, seminars and other)
- Represent SCI-FI, CPR at various meetings and workshops at the State level and National level
- Liaise with project teams (in Delhi and at the State level) teams for content

Essential Qualifications and Skills

- Post Graduate Degree in Mass Communication with experience in digital communication (such as social media) in the workplace
- A minimum of 3 years' experience in professional communications
- Prior experience working in the policy/research/development sector will be an added advantage
- Track record of multimedia content production
- Experience in managing external collaborators
- Excellent writing and editing skills are required
- Knowledge of MS office (MS Excel and MS PowerPoint)
- Good oral and written skills in English
- Excellent interpersonal and networking-building skills
- A team player, should have sensitivity towards interdisciplinary differences
- Any other responsibilities as may be assigned

Selection Criteria/Application process:

This is a full-time contractual position in New Delhi, India for two years and requires extensive travelling.

We are an equal-opportunity organization and encourage diversity within the organization. If you are a committed and creative professional who is looking for a stimulating and excellent working experience then we look forward to receiving your application.

How to apply:

If you are interested in exploring this opportunity with us, please send an updated resume and cover letter to sci-fi@cprindia.org by **10th December 2022** explicitly mentioning "**KM-RA [Your Name]**" in the subject line. Kindly also mention your current and expected remuneration. Only shortlisted candidates will be contacted for further consideration.