

Position Name: Deputy Director

Position Code: IRADe/2018/DD/

Location: New Delhi

Organization Name: Integrated Research for Action & Development (IRADe)

IRADe is seeking a dynamic and experienced Deputy Director, to undertake key leadership responsibilities. The position to be confirmed after one-year probation.

Job Description:

- Conduct Research and also help with administration duties.
- Ensure sustainability of current research and action projects and funding.
- Help to raise funds in the IRADe's thematic areas and to initiate new areas.
- Serve as the Acting Director in the absence of the Executive Director.
- Work closely with Executive Director on managing and promoting IRADe.
- Bring new networks and promote IRADe's activities.
- Ensuring administrative, HR and financial processes, quality control and dealing with younger staff

Desirable Qualifications:

- 15 – 25 years of experience in research and Policy analysis
- Preferably Ph.D. and publication record in the areas related to IRADe's work.
- Experience in dealing with Indian and international organisations
- Networking abilities across stakeholders and insights into action research
- Excellent project and organisational management skills
- Ability to write very well and oversee project reports
- National and international recognition in their field
- Theoretical/conceptual and practical knowledge of issues related to Development, food security, Environment, Energy, Poverty, climate change, and their associated challenges.
- Excellent communication and negotiation skills.
- Fund raising experience of at least 10 years

Emoluments will be commensurate with experience and compatible with think tanks.

IRADe is an equal opportunity employer.

How to Apply:

Please apply to jparikh@irade.org & jobs@irade.org with the following:

- Brief and detailed c.v.
- Current and expected salary
- Names and contact details (telephone and email) of two references.

Please do NOT enclose certificates at this stage.

Enclose only a few relevant publications and a full list.

Interested and eligible candidates may apply before **15.03.2018** with detailed CV and two professional references, current salary by indicating position Code IRADe/2018/DD as subject.

Organization Profile:

IRADe is a reputed institute which conducts multidisciplinary research, policy analysis, and action programmes in the field of energy, environment and sustainable development. Established in 2002, the institute has collaborated on projects with well-known international and national organizations such as USAID, DFID, various national and state ministries, and the private sector. The Ministry of Urban Development has identified IRADe as a Centre of Excellence on Urban development and Climate Change. IRADe is guided by Executive Director Dr. Jyoti Parikh and Chairman Dr. Kirit Parikh, former member of the Planning Commission. Details about the institution can be found online at www.irade.org

IRADe thematic areas are:

- Energy and Power System (EPS)
- Urban Infrastructure and Services (UIS)
- Climate Change and Environment (CCE)
- Poverty Alleviation and Gender (PAG)
- Agriculture and Food Security (AFS)

Interested and eligible candidates may apply with detailed CV and two professional references by indicating position Code: IRADe/2017/DD as subject.

Please apply before _____.

Professor Jyoti Parikh
Executive Director, IRADe

Dr. Kirit Parikh
Chairman, IRADe

Integrated Research and Action for Development
C-80, Shivalik, Malviya Nagar New Delhi-110017.

Website www.irade.org.