



Position Name: Gender Specialist

Position Code: IRADe/2019/GS

Location: New Delhi

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

Organization Profile: IRADe is a reputed institute, which conducts multidisciplinary research, policy analysis, action programmes in the field and training in energy, environment and sustainable development. Established in 2002, the institute has collaborators and projects with well-known international and national organizations, various ministries, public and private sector. To know about IRADe log on to www.irade.org.

Job Description / Responsibilities:

Gender Specialist is a middle management position expected to handle and to facilitate timely completion of tasks. Key responsibilities include-

- 1) Demonstrated research experience and expertise in gender analysis & gender integration in one or more thematic areas viz. Energy, Environment, Climate Change and Sustainable Urban Development
- 2) Ensure gender issues are incorporated in surveys, technical reports, project implementation, and monitoring and evaluation.
- 3) Demonstrated experience working with development sector stakeholders including communities, government officials and private donors.
- 4) Proven track record of developing communication products for policy advocacy at national/international forums
- 5) Experience and exposure to conduct field level research- primary surveys, focused group discussions and shared learning dialogues in rural and urban areas.
- 6) Experience of conducting workshops and working across cultural contexts and communicating effectively with diverse stakeholders
- 7) Expert presentation, writing and editing skills.
- 8) Ability to work flexibly and on deadlines.

Personal Profile and Skills Required:

- Master's Degree /Ph.D. in Gender Studies/social sciences/international development/economics/climate change or a related field with 7 years plus relevant experience
- 7 years plus relevant experience in similar role
- Excellent communication & interpersonal skills with professional etiquettes.
- Sense of self discipline, honesty and even temperament.
- High sense of responsibility.
- Hard working with commitment of achievement.
- Good knowledge in MS-Office, Excel, Power point, internet etc.

Remuneration: Commensurate with ability and experience

Note: Candidates should indicate **last drawn salary** and **writing samples** in their application.

Last date for receipt of applications is **20.09.2019**. Interested and eligible candidates may apply with detailed **CV with recent photograph** and two professional references (Name, Designation, Mobile & email IDs) at – jobs@irade.org by indicating position Code: **IRADe/2019/GS** as subject.

