



**Evidence.
Ideas.
Change.**

Application pack

Principal Research Fellow- Climate and Sustainability Programme

Ref.: CAS/01/20

Location: London

Closing date: Friday, 14 August 2020

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ODI is an equal opportunities employer.

The Overseas Development Institute is a Charitable Company limited by guarantee:
Charity No: 228248. Registered in England and Wales: Company No: 661818.

Candidates are strongly advised to study ODI's activities and objectives before completing an application form. Further information can be found on odi.org.

An introduction to ODI

Who we are

ODI is an independent, global think tank, working for a sustainable and peaceful world in which every person thrives. We harness the power of **evidence** and **ideas** through research and partnership to confront challenges, develop solutions and create **change**.

ODI has around 240 staff, two-thirds of whom are researchers with the remainder providing a range of communications and professional expertise.

What we do

- We undertake cutting-edge research and analysis to generate evidence, ideas and solutions.
- We act as trusted, expert advisers to those making change around the world.
- We bring people together to turn ideas into action.
- We communicate our work around the world to increase its reach and impact.

Our guiding principles



We are **independent** and trusted: established in 1960, ODI is non-partisan, non-profit and evidence-driven. Our independence is the cornerstone of our credibility. It allows us to develop fresh ideas, challenge orthodoxies and take the risks we need to succeed.



At a time when the world is faced with complex dilemmas, **innovation** will be essential to finding, testing and scaling bold ideas and solutions. We will be increasingly innovative in the ways in which we bring people together, communicate ideas and increase our influence.



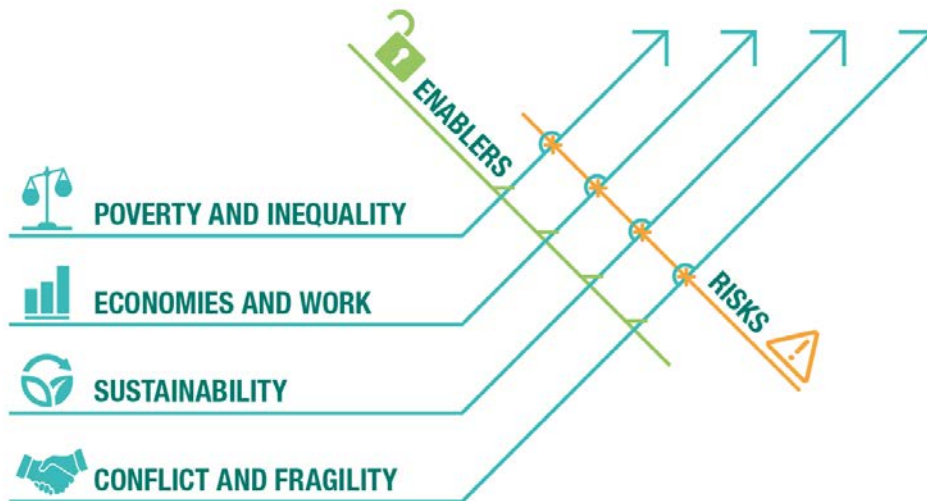
We are a **global** organisation, with staff, partners and ODI fellows in 50 countries around the world. The changes we seek require local knowledge, new relationships and perspectives, and credibility with decision-makers at both the national and international levels. We will therefore strive to broaden where we work in the world, as well deepen and strengthen our links with who we work with, especially at country level.



ODI exists to have real **impact** for those who need it most. This is at the centre of our thinking about what to do, where to go and how we measure our success.

Our work

Our work addresses four key global challenges, and explores the tools and approaches needed to enable progress and address risks.



Our values



Independence

Our work is independent from our funders. Staff are able to challenge donor thinking and policy and the wider development consensus.



High quality

We ensure best practice, innovative approaches and continuous improvement in our research, policy advice and public affairs.



Fairness, diversity and equality

We treat all staff and partners fairly and with respect.



Working together

We continuously try to foster better relationships throughout the organisation. We believe that by working together in a supportive environment, we will achieve more and have greater impact.



Transparency and accountability

We report openly on our use of public funds, and fully communicate our work to our donors, research subjects and partners.



Sustainability

We use resources in a sustainable way, conscious of our impact on the environment.

Job description

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| Job Title: | Principal Research Fellow (Sustainable Natural Resource Governance) |
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| Programme: | Climate and Sustainability |
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| Responsible to: | Director of Programme |
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| Responsible for: | Research Fellows and Research Officers |
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| Profile |
| <p>Principal Research Fellows are accomplished experts with extensive experience in an academic and/or policy environment. As a world-class expert and authority in a research and policy field, a Principal Research Fellow will have identified, developed and delivered innovative areas of research and policy advice. They will have contributed to intellectual output and development through leadership of major initiatives and priorities. They will also have a substantial track record of team building and leadership, research and thought leadership, and influential policy engagement and initiatives. Their work will have made a significant and distinctive contribution to development and have an international profile and reputation.</p> |
| Purpose of Job |
| <p>To develop, fundraise for, conduct and manage high-quality and innovative research programmes/projects, provide policy advice to senior officials at national/multilateral level and participate in public affairs initiatives, within the Institute's overall strategy and with the aim of inspiring and influencing policy and practice.</p> <p>To lead specific high-profile policy research and advisory projects, generally cross-country and cross-Institute, engaging with policymakers in research and advisory processes, and disseminating results.</p> <p>To provide senior-level representation and external engagement for the Institute on major research and policy agendas, interacting with senior officials and policymakers.</p> <p>The focus of the role will be to provide strategic direction and then develop and lead work on sustainable natural resources governance. This will build on current work on land and property rights and responsible investment as an entry point, expanding this to include: the role of sustainable natural resource use in mitigating climate change, building resilience, and protecting and restoring ecosystems; and sustainable consumption/diets.</p> <p>The candidate will lead Prindex, ODI's initiative to build a global database and larger, in-country analysis on perceptions of tenure security, and other large projects in this area. The post will be situated within the Climate and Sustainability Team but work across the</p> |

Institute with teams such as Politics and Governance. Digital Societies, Equity and Social policy and beyond.

Main Duties and Responsibilities

Research and Advisory Work

- Establish a coherent body of research and/or advisory work that advances ODI's mission and strengthens its reputation, including identifying new research agendas, designing robust research plans and building an appropriate network of internal and external partners to implement the programme(s).
- Oversee the implementation, growth and evolution of the body of research and/or advisory work to maintain its policy relevance and public interest, including interpreting and evaluating the outcomes of research to strengthen originality and rigour.
- Author peer reviewed reports, policy briefs, opinion pieces and other publications (including but not limited to ODI templates), ensuring that outputs from our own body of research and/or advisory work are robust, policy-relevant and attractive to the target audience(s).
- Undertake international travel for purposes related to research and policy engagement.

Public Affairs, Dissemination and Impact

- Develop and implement clear strategies to influence policy and practice through the dissemination of research findings, working with relevant directors and communications teams as appropriate.
- Disseminate the results of projects through effective channels, such as organising public meeting series, presenting at conferences, being available for media interviews etc.
- Oversee or lead the development of communications materials that can enhance the profile and reach of the research (such as press releases, op-eds, and briefing notes) and circulating these to target audiences.
- Provide senior level representation in major research and policy agendas to position ODI as an intellectual leader and influential actor.
- Build and maintain relevant external networks of decision-makers and influencers, and work with them to develop and communicate research to build ODI's reach and impact.

Fundraising

- Secure external funding to contribute to the Institute's strategic agenda through a portfolio of research, policy engagement and advisory work, and ensure our financial sustainability.
- Mentor or coach less-experienced colleagues to secure funding for their research and advisory work.
- Maintain and strengthen relationships with relevant donors, coordinating closely with other ODI staff.

Project and People Management

- Contribute to the development and implementation of annual plans and long-term strategies for the Climate & Sustainability team.
- Take responsibility for project management, including overseeing spending, subgrants and contracts, consultants and the inputs of other project partners to ensure delivery to schedule, within budget and to a high standards.
- Liaise with and report to project funders.
- Undertake general oversight of the work of staff working on own body of research and advisory work, including RFs, ROs and Associates, in line with ODI's management expectations.
- Undertake general oversight of research officers, as assigned by the Director of Programme.

Line management

- Recruit, induct, develop and support directly managed staff in accordance with ODI's management expectation framework.
- Review resource needs and implement strategies to meet changing workloads of direct line reports.
- Conduct appraisals, set appropriate objectives and team/institutional priorities, monitor and manage performance against these.

Collegiate Life

Contribute to the Institute's collegiate life through:

- Such ODI series as the Working Papers, Research Studies, Briefing Papers, and journals
- ODI activities such as discussion groups, public meetings, staff meetings, working groups, interviews, external representation.
- Peer review and guidance to colleagues' research papers and/or other outputs.
- Provide intellectual mentoring for less experienced research staff and support them as they begin to lead projects of their own.
- Actively seek out, create and promote opportunities for cross-ODI working.

Person Specification

Essential

A thought leader in the field of Natural Resource Governance, who combines both theoretical and practical knowledge, has extensive experience in innovating in this area.

Knowledge and Qualifications

- Internationally recognised expert in the field of land and property rights and responsible investment.
- A post-graduate degree in relevant discipline, preferably a PhD.
- Extensive and deep knowledge of key issues and organisations in relevant field.

Experience

- Extensive experience in policy-oriented research and/or direct policy formulation at a senior level, demonstrated by a track record of influential publications and/or delivery of major policy initiatives.
- Experience of leadership and management at senior level, in an academic or policy environment.
- Strong track record of engagement in major global policy processes (such as WTO, G20 or UN initiatives) and/or with politicians and top-level officials in emerging economies, together with evidence of influencing decision making and discourse.
- Experience of project delivery while maintaining challenging stakeholder relationships
- Proven track record in both leading and being part of multi-disciplinary teams, building consensus and working in partnership in settings with competing incentives and cultures.
- Working in international organizations

Skills/Abilities

- Excellent research and analytical skills, a capacity to write clearly and persuasively, and first class oral communication skills.
- A demonstrated capacity for policy advisory and or public affairs work, based on a rigorous approach, and an innovative and creative communications ability.
- Ability to translate research and policy ideas into compelling and fundable projects and initiatives.
- Skills in negotiation, listening, communication of ideas, problem solving, decision making.
- Ability to work effectively as part of a team, providing both leadership and mentoring for less senior staff.
- Proven organisational and time management skills, including managing a complex and varied workload.
- Proven ability to fundraise and build up a coherent portfolio of research and advisory work.

Desirable

- Fluency or competency in a second language other than English and competency in others.

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- Demonstrated capacity to develop new workstreams, including in sustainable use of natural resources.
 - Experience of working in international organisations and developing/emerging economies.
 - Regular contributions to academic journals, including in an editorial capacity.
 - Active membership of professional associations and networks.

Key Relationships and Contacts

Internal: Executive Director, Managing Directors, Director of Public Affairs and Communications, Directors of Programme, Research Fellows and Officers, Research Associates.

External: Developing country governments and regional organisations, bilateral and multilateral organisations, donors including DFID, the World Bank/IMF, UN agencies, EU, WTO, and international and national NGOs. Academic institutions and individuals. Media, as appropriate.

All staff are expected to:

- Positively support equality of opportunity both within ODI and externally
- Help maintain a safe working environment and take responsibility for own and colleagues' Health and Safety
- Undertake such other duties within the scope of their post as may be requested by their Manager

Application process

ODI job site: <https://jobs.odi.org.uk>

Closing date: The closing date for receipt of applications is midnight, UK time, on: **Friday, 14 August 2020**

Expenses: It is our policy to only support the travel expenses to attend an interview for those who are travelling from outside the UK. Please contact the HR Department to discuss this and to ensure their approval prior to booking.

Terms of employment

Location: ODI is based at 203 Blackfriars Road, London SE1 8NJ, UK

Salary: £64,889–£79,538 per annum on ODI's pay structure. Starting salary will be dependent on qualifications and experience, and subject to review.

Salary will be payable by equal monthly instalments (half in advance, half in arrears) on the 15th day of each month.

Hours: 09:30–17:30, Monday to Friday, 35 hours per week.

Contract: Open-ended All contracts of employment are subject to a six-month probationary period.

Leave: 25 days per annum, plus statutory holidays and 3 days' paid leave for the office closure during the Christmas and New Year period. Maternity, paternity, adoption and parental leave. Full-pay sick leave after a qualifying period.

Pension: The Institute offers a contributory pension scheme with the Universities Superannuation Scheme (USS). www.usshq.co.uk

Union: ODI recognises UNITE and all staff have the right to become members.

Additional benefits

Loans: The Institute offers an interest-free season ticket loan on completion of probationary period.

Cycle to Work Scheme: Save up to 42% on the value of a bike and accessories for commuting, and pay monthly through your salary.

Employee assistance programme: Confidential Health and wellbeing support.

Flexible working options: Support in maintaining a healthy work-life balance.

Maternity, paternity and adoption leave: Enhanced pay for eligible employees after a qualifying period.

Relocation: Assistance is available towards employees who have been recruited from a place outside the UK.

Other information

ODI is based at: 203 Blackfriars Road, London, SE1 8NJ.

Our offices are close to a wide range of cafes and bars, and to Waterloo, Waterloo East and Southwark stations. There are good transport connections to all parts of London.

ODI is within easy walking distance of South Bank Concert Halls, the Old Vic and National Theatres.



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