

The logo for the Indian Institute for Human Settlements (iihs) is located in the top left corner. It consists of the lowercase letters "iihs" in a white, sans-serif font, with a small "TM" trademark symbol to the upper right of the "s".

iihsTM

INDIAN INSTITUTE FOR
HUMAN SETTLEMENTS

JOB DESCRIPTION

Consultant – Partnerships (SDSN Project)

About Us

The Indian Institute for Human Settlements (IIHS) is a national education institution committed to the equitable, sustainable and efficient transformation of Indian settlements.

IIHS aims to establish an independently funded and managed national university of eminence for research and innovation focused on the challenges and opportunities of India's urban transition. The proposed IIHS University will host an integrated programme of quality campus-based education and research, training and lifelong learning for working professionals, distance and blended learning, as well as a whole array of practice and advisory services. The university will have a strong interdisciplinary orientation bringing together theory and praxis that is grounded in the South Asian context and also engages with and draws from knowledge across the globe.

For more information, please see <http://www.iihs.co.in>

About SDSN

Sustainable Development Solutions Network (SDSN) Association was set up in March 2014 as an independent 501 3 (c) organization to support the UN Sustainable Development Solutions Network (SDSN), which has been operating since 2012 under the auspices of the Secretary-General of the United Nations. The SDSN mobilizes research, academia, the private sector and civil society to promote the Sustainable Development Goals (SDGs) and implement the Paris Climate Agreement. The SDSN secretariat has offices in New York and Paris hosted by SDSN Association and SDSN Association Paris, respectively. The SDG Academy is the online education initiative of SDSN.

The SDSN has partnered with IIHS to promote sustainable development and support the achievement of the SDGs.

For more information, please see www.unsdsn.org

Job Description

The position will be based in the SDSN Project at IIHS. The position is of a Consultant-Partnerships for the SDG related courses within the SDSN project. The candidate will be responsible for implementation of the Partnerships for the SDGs. The role provides a unique opportunity to jointly develop educational materials for the SDGs as part of the curriculum.

The position will work directly with the team leader with the following responsibilities:

- Identifying, shortlisting and managing the process of selecting institutions to be part of the partnerships, in consultation with the team leader;
- Communicating with existing and potential partners;
- Managing and coordinating requests from partners, including work plans, schedule of services and tasks;
- Working to codify and design products for partners (teachers guides, blended learning guides, etc.);
- Working with networks to respond to requests for support;

- Participating in all network calls;
- Working closely with the team to understand pedagogical innovations that can be helpful to partners;
- Undertaking all other tasks as needed by team as requested.

Structure and Reporting

The Consultant will report to the Team leader, SDSN Project.

Person Specification

Applicants should hold at least a Bachelors degree a relevant field (education, sustainable development, economics, among others). Exceptional writing, drafting and oral communications skills are essential. The Applicant must be proficient in MS Office. High fluency in written and spoken English is a must; knowledge of one other Indian language is essential; comfort in one of the UN official languages is desirable. Experience and/or interest in online education and/or sustainable development is preferred. The candidate must have strong time management skills, must be able to work in a fast-paced environment and adept at learning new technologies quickly.

This offer is on an exclusive basis, which implies that other professional assignments (whether compensated or not) that bear a potential conflict of interest with IIHS cannot be undertaken.

This is a paid contractual position with a competitive salary, periodically renewable based on project requirements. The search will remain open until the position is filled.

Location

This position is located in Delhi.

Review and Assessment

The role and performance of the incumbent shall be subject to normal review and assessment systems at IIHS.

Diversity Policy

IIHS is an equal opportunity employer that encourages women, people with disabilities and those from economically and socially excluded communities with the requisite skills and qualifications to apply for positions.

Contact

The last day for applications is June 25, 2017. Please email an updated resume, along with a cover letter addressing how you meet the above requirements and writing sample (policy brief of 300-500 words), to sdsn@iihs.ac.in (Subject: *Consultant - Partnerships (SDSN Project)*).



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