

CALL FOR APPLICATIONS REGIONAL MANAGER SOUTH ASIA

Effective: October 2020

ROLE PURPOSE

International Rivers works to protect rivers and the rights of communities that depend on them. Working with an international network of dam-affected people, grassroots organizations, environmentalists, human rights advocates and others who are committed to stopping destructive river projects and promoting better options; International Rivers has expertise in big dams, energy and water policy, climate change, and international financial institutions. We support partner organizations and dam-affected people by providing advice, training and technical assistance, and advocating on their behalf with governments, banks, companies and international agencies.

International Rivers is looking for an experienced, skilled, dynamic Program Manager for our South Asia and global campaigns. The preferred location of this full-time position is Delhi, Mumbai, Guwahati or Kolkata, but other locations in South Asia will be considered. The Program Manager will work with partner organizations in South Asia and other parts of the world, and with colleagues in our California and regional offices in South East Asia, South America and Africa. Job responsibilities include domestic and international travel. The position will report to the International Rivers Director of Programs. This position is full-time and offered on a consulting basis. [Upon completion of the one-year term, International Rivers may make a permanent offer.]

ROLE DIMENSIONS

Status: 1.0 FTE

Location: Delhi, Mumbai, Guwahati or Kolkata

Reports to: Director of Programs

Travel: Field sites, conferences, partner meetings and annual convergence. (Regional and International)

ROLE RESPONSIBILITIES

Leadership and Advocacy:

- **Advocacy and strategy:** Together with the South Asia Program Coordinator and other International Rivers staff, devise and implement strategies to protect river ecosystems and communities in South Asia and globally, carry out activities to stop river-destructive projects, promote better solutions, strengthen civil society networks and raise awareness about the value of rivers.

- **Campaigns against destructive projects:** Monitor specific destructive projects, assess their impacts, support campaigns of partner groups, and contribute to international and global campaigns.
- **Advocacy for positive solutions:** Conduct research, information dissemination, training and advocacy work for appropriate solutions for the region's water and energy needs.
- **Cross-regional campaigns:** Support International Rivers cross regional and organization-wide campaign priorities, communications, and activities.

Partner support and outreach:

- **Capacity building:** Together with the South Asia Program Coordinator, strengthen the capacity and the networking efforts of civil society groups working on river protection in South Asia. Share information with partners, carry out site visits, organize trainings and other workshops, help partners with fundraising and manage small grants, initiate community action, spearhead social media efforts and give direct advice.
- **Meetings and representation:** Organize, participate in and facilitate local and regional meetings, lead and support campaign actions and activities and events, provide input and guidance to strategy development. Represent International Rivers at key regional and international events.
- **Conduct outreach and networking:** liaise with a range of other partners and stakeholders related to our work in South Asia, including government representatives, funders, researchers and academics, journalists, local and international organizations and community representatives and networks.

Communications and Media:

- **Media work and other communications:** Formulate strategies to create awareness about the threats facing South Asian rivers. Produce reports, fact-sheets and audio-visual materials. Nurture relations with journalists and carry out media work in South Asia and on the international level.

Program Management:

- **Staff supervision:** Supervise South Asia program staff, including campaigners, consultants, and communications consultants. Support South Asia Program staff in developing strategic directions for the program's work and priorities, and developing and implementing program workplans.
- **Fundraising:** Work with the Director of Programs and Development Team to identify, develop and pursue program development and fundraising strategies and opportunities.
- **Reporting and compliance:** Coordinate engagement and reporting to program funders; write content for grant proposals and reports. Ensure compliance for internal reporting standards, and external reporting standards for existing and prospective funders of projects. This includes maintaining records during procurement processes, meeting reporting deadlines and participation in project audits by funders, as may be necessary.
- **Budget management:** Lead the drafting and delivery of the annual program budget and working within the budget.
- **Office management:** Oversee South Asia office management needs, including financial reporting, procuring equipment and supplies, providing administrative and logistics support, as required.

KEY PERFORMANCE INDICATORS

- Successfully executed campaigns and communication activities in line with International Rivers strategies and goals
- Excellent documentation of campaign activities through reports, media and/or stories
- Trusted news source for media in the region demonstrated by media coverage of International Rivers' key messages
- Growth of movement for South Asia river protections
- Trusted leadership in networks, other partner groups
- Credibility gained from relevant state and non-state actors surrounding hydropower policy in India and neighboring countries
- Ability to excite funders as a result of impactful campaign

QUALIFICATIONS, SKILLS & EXPERIENCE

- Bachelor's degree or equivalent professional experience required (preference for degrees in Environmental Science, Social Science, Engineering); Master's degree a plus;
- A minimum of three years in campaigns and advocacy work preferably for a non-profit organization
- Strong computer skills (including the ability to post and edit online content); expertise in Microsoft Office, particularly Word, Excel and PowerPoint.
- Strong time management and organizational skills
- Ability to develop materials and correspondence based upon broad guidance
- Comfortable to travel in remote areas and to interact with local communities and partners.
- Understanding of communications, campaign and advocacy work
- Excellent research, writing and verbal communication skills in English; fluency in another South Asian language desired (story, op-ed, analysis, etc.)
- At least five years of relevant experience;
- Authorization to work in India.

COMPETENCIES

- Excellent communication skills, ability to respond to public and media inquiries
- Strong understanding of South Asian contexts, especially on issues related hydropower and energy, civil society and community organizations and networks, environment and human rights
- Ability to clearly evaluate a campaign's performance
- Good analytical skills, as well as an eye for detail
- Good interpersonal skills and comfortable working with grassroots communities and diverse groups of partners and networks
- Demonstrated ability to think strategically and develop effective campaign strategies
- Diligence, ability to handle multiple tasks and deadlines in a fast-paced environment
- Independence, ability to work alone while maintaining constant communication with the Director of Programs and other International Rivers staff in California and globally
- Knowledge and understanding of South Asian and global environment and development issues and the NGO community
- Ability to work well in a team and within regional and international networks
- Commitment to environmental integrity, social justice and the mission of International Rivers.

International Rivers offers a stimulating, casual and flexible work environment. Our competitive salary and benefits include health insurance and excellent vacation and sick leave. Salary is commensurate with experience.

To apply, send a cover letter addressing the position requirements, a curriculum vitae and writing sample in English to **jobpostreg@internationalrivers.org**. Please mention “South Asia Program” in the subject line and indicate your preferred location of work. Deadline for applications: **2 November 2020**.

International Rivers is an Equal Opportunity Employer. We encourage applications from all qualified candidates regardless of age, class, disability status, ethnicity, gender, race and sexual orientation.