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**Job Title: DEPUTY DIRECTOR - POLICY, ADVOCACY AND COMMUNICATIONS**

**Location: NEW DELHI, INDIA**

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**BACKGROUND:**

The International Initiative for Impact Evaluation (3ie) seeks a candidate to serve as the Deputy Director - Policy, Advocacy and Communications for the International Initiative for Impact Evaluation (3ie). 3ie is dedicated to improving development outcomes through better use of evidence from quality impact evaluations.

3ie's functions are to promote evidence-based policy making and quality impact evaluations, through the funding of new studies, undertaking synthetic reviews of existing studies, providing quality assurance services for impact studies and setting international standards. 3ie's activities identify what development interventions work, and why, and the organization undertakes advocacy to promote better development policies and interventions.

3ie operates as a program of the Global Development Network (GDN), an international organization headquartered in New Delhi, India, which is dedicated toward promoting "Better Research, Better Policy, Better World."

Additional information about 3ie is available on the 3ie website: [www.3ieimpact.org](http://www.3ieimpact.org).

**JOB SUMMARY:**

**Direct Report:** Executive Director.

**Other Key Relationships:** Chairman of Board of Commissioners, Deputy Director (Finance and Administration), Deputy Director (Systematic Reviews), Deputy Executive Director (Evaluation), Deputy Director (Advancement and Impact Evaluation Services).

**3ie Strategic Goal:** The Deputy Director - Policy, Advocacy and Communications Office will primarily be responsible for 3ie's strategy of "contributing to building a culture of using new and existing evidence in the development and implementation of policies and programs in low and middle income countries".

**Key Responsibilities and Core functions:**

The Deputy Director (Policy, Advocacy and Communications Office) will be part of 3ie's management team. He or she will head 3ie's Policy and Advocacy team and the Communications team. The Deputy Director is also expected to take direct responsibility for undertaking some tasks within the PACO team. In addition there will be a representational role for 3ie.

3ie's vision is 'improving lives through impact evaluation'. The first years of 3ie were spent in establishing the programme and building up a base of new research. Going forward, the knowledge management aspect will become predominant, with 3ie working to become the 'portal of choice' for those wanting to know 'what works in development'.

Specific functions of the role include:

- Lead the development and establishment as the primary portal for evidence-based development
- Direct, advise and help implement 3ie's approach to ensuring the policy relevance and policy impact of 3ie funded studies

- Identify and assist in implementing means of expanding the involvement of low and middle income countries in the work of 3ie
- Management of the day to day work of the Policy and Advocacy team and the Communications team
- Leading on engagement with relevant communities of practice.
- Membership of 3ie's Management Team, and so participating in strategic discussions regarding 3ie's direction
- Working with other members of the management team to ensure efficient communication and coordination.
- Representing 3ie externally both internationally and especially in Asia, especially in meetings involving policy makers from developing countries.
- Contributing data to 3ie's quarterly monitoring system
- Participation in preparation of 3ie's Annual Report
- Undertaking missions to build support for 3ie and gain additional members
- Participating in external meetings as 3ie representative, including making presentations

The Deputy Director (Policy, Advocacy and Communications) will be supervised and evaluated by the Executive Director.

**Duration:** The position is for four (4) years with the possibility of renewal.

**Key Performance Measures:**

*1. Promotion of knowledge management*

- Identify and implement a clear strategy to establish 3ie's presence in the development policy space as a recognized leader in evidence-based development

*2. Technical oversight*

- To provide clear policy direction to the Policy and Advocacy and Communications teams.
- To ensure that the workplan to achieve objective three is realized .
- To ensure the policy relevance and policy impact of 3ie's work .
- To oversee the smooth running of the policy monitoring process.
- To ensure efficient and effective external and internal communications

*2. 3ie Management*

- Participate in strategic discussions
- Oversee participation of annual workplan for the Policy and Advocacy and Communications teams.
- Participate in management meeting and consultations

*3. Activities in support of technical skills*

- Presentations at conferences and workshops
- Staff development activities including oversight of preparation of in-house studies.
- Working with experienced editors to develop 3ie "house style" of report writing

## **CANDIDATE PROFILE AND QUALIFICATIONS**

### **Must Haves:**

- Masters or Phd in Social Sciences, Public Policy or Communications or a related discipline
- 10 or more years' experience in international development.
- Proven management and effective communication of technical reports.
- Reputation and Recognition: The successful candidate will have a reputation for integrity and policy awareness and effective communication. Knowledge of evaluation is an advantage.
- Advocacy and communications: The candidate should have skills and experience in advocacy, communications and outreach are also required.
- Communication Skills: The candidate must have good communication and interpersonal skills. Experience in public speaking is an advantage.

### **Preferable:**

- Management Experience: It is desirable that the candidate will have had previous experience in leading work in the area of policy, advocacy and communications.
- Policy Experience: It is desirable for the candidate to have experience either directly in with policy-making and implementing policies in one or more countries or working closely with policy makers.
- Commitment to evidence-based development: The candidate should have an understanding of, and commitment to, the use of rigorous evidence in designing and implementing development policies, programmes and projects.
- International Experience: It is desirable for the candidate to have skills and experience in different cultural contexts, to have worked in different countries, and to be well-acquainted with development issues in low- and middle-income countries.

Candidates who are from developing countries are strongly encouraged to apply.

Third Sector Partners, a leading CxO and board search firm in the Not for Profit sector, has been retained by 3ie. Interested candidates can send in their CVs with three references by 14<sup>th</sup> September 2012, to [3ie@thirdsectorpartners.com](mailto:3ie@thirdsectorpartners.com) with the subject line indicating: Deputy Director PACO. Contact Pooja at: +91 22 4349 3333. Only short listed candidates will be contacted.