

Project Coordinator I, Innovation Ecosystem Engagement

The Organization

The Alliance of Bioversity International and the International Center for Tropical Agriculture (CIAT) deliver research-based solutions that harness agricultural biodiversity and sustainably transform food systems to improve people's lives. Alliance solutions address the global crises of malnutrition, climate change, biodiversity loss, and environmental degradation.

The Alliance works with local, national, and multinational partners across Latin America and the Caribbean, Asia, and Africa, and with the public and private sectors. The Alliance is part of CGIAR, a global research partnership for a food-secure future, dedicated to reducing poverty, enhancing food and nutrition security, and improving natural resources and ecosystem services.

With novel partnerships, the Alliance generates evidence and mainstreams innovations to transform food systems and landscapes so that they sustain the planet, drive prosperity, and nourish people in a climate crisis.

The Alliance is part of CGIAR, a global research partnership for a food-secure future.

<https://alliancebioversityciat.org/>

www.cgiar.org

About the position

Recently, the Alliance launched the Accelerate for Impact Platform (A4IP) to enhance the scaling, and deployment of science-based innovations. A4IP works systematically with non-traditional partners such as mission-aligned incubators and accelerators, leading R4D laboratories, and forward-thinking investors (e.g., venture studios, venture capitalists, impact philanthropists). The aim is to integrate scientists and partners into result-oriented teams that will address challenges in agriculture and food systems while contributing to the UN Agenda 2030 for Sustainable Development.

A4IP seeks to scale transformative technologies by utilizing existing and future CGIAR research and fostering synergies with in-house scientists. The platform has been identified as a strategic priority within CGIAR, garnering significant support and attention. This is an exciting time to join the Alliance, as the organization seeks to attract and create the capabilities necessary to generate impact and address the challenges of the sector. The successful candidate will engage in new opportunities shaping the future of this innovation platform under CGIAR.

Based in Rome, Italy at the Alliance Headquarters, and under the supervision of the Senior Manager, Partnerships & Innovative Finance, the Project Coordinator will join the Global Partnerships Unit team will work very closely with the agro-food industry, supporting the implementation of pioneering projects and working together with academics starting their own journey to make innovations market-ready.

Responsibilities

Project Management and Execution

- Coordinate the implementation of innovation ecosystem engagement activities, including the implementation of RAMP (Research and Market Pathways) accelerator/incubator.
- Develop and maintain comprehensive project documentation, including Terms of Reference (ToR), workplans, agendas, and reports, ensuring that they are kept up to date and accessible to relevant team members.
- Prepare background documents and overall administrative support, including drafting minutes, summarizing key discussions, and creating action point lists regarding project implementation.
- Monitor project performance and satisfaction, continuously refining approach to ensure quality, efficiency, and effectiveness.

External Engagement

- Coordinate A4IP's participation in strategic external events, workshops, and donor meetings, ensuring Alliance/CGIAR-led innovations are well-positioned and communicated effectively to potential collaborators and investors.
- Lead scouting efforts for startups, corporations, and research institutions that are aligned with A4IP's goals, fostering opportunities for partnership and technology transfer.
- Facilitate engagement with partners, maintaining clear and respectful communication with stakeholders such as investors, corporations, and startups to facilitate collaboration opportunities.
- Effectively represent A4IP and advocate for its activities in meetings and public-facing events.

Internal Coordination

- Supervise the Innovation Ecosystem Engagement Assistant and ensure full coverage of support across the external engagements, project implementation, communications, and knowledge management workstreams.
- Strengthen the processes for matching Alliance/CGIAR research effort with relevant agro-food industry players, startups, and innovators together with through open innovation portal and a virtual community.
- Oversee the integration of A4IP activities with Alliance/CGIAR's existing innovation platforms, ensuring alignment with institutional priorities and effective technology transfer mechanisms.
- Coordinate with A4IP Comms and Knowledge Management Focal Point to produce and disseminate communication products, such as presentations, blogs, social media campaigns,

email promotions, and talking points, to enhance visibility and outreach for innovation ecosystem engagement programs.

- Coordinate with A4IP Comms and Knowledge Management Focal Point to ensure that knowledge and contacts gained from innovation ecosystem engagement activities is captured, disseminated, and leveraged to inform future research and innovation strategies within CGIAR

Other related activities

- Produce and promote knowledge products, such as op-eds, policy briefs, and other outputs on the state of agri-, food-, and climate-technology transfer and models for scientific entrepreneurship
- Carry out relevant efforts to further advance funder engagement, resource mobilization strategies, work plans, and initiatives under A4IP.
- Perform other duties as required.

Requirements

- Bachelor's degree (Master's degree is desirable) in International Development, International Relations, Economics, Business Administration, Agriculture, Environmental Sciences, Sustainability or other relevant field.
- Previous experience working for international development and/or research organizations, private sector (e.g., corporate accelerator, agri-food companies) or venture capital funds.
- Demonstrated interest in the agri/food/climate-tech innovation ecosystem.
- Previous relevant work experience (preferably minimum of 2 years) in project management and coordination, including overseeing and executing projects from start to finish, and strong interpersonal, communication, and teamwork skills; ability to establish and maintain effective working relationships with people of different cultural and national backgrounds.
- Excellent organizational skills including the ability to manage multiple priorities, meet deadlines while still maintaining attention to detail and accuracy, and problem solving effectively.
- Ability to work independently within assigned areas with initiative.
- Proven track record of building collaborative relationships across and within teams, and with external stakeholders; including the private sector.
- Excellent communication skills in English, both verbal and written including the ability to organize and write clear and concise reports. Experience in public-facing communication, including event moderation and presentation.
- Proficiency in Microsoft Office suite of tools.

Terms of employment

This is a locally recruited position based in Rome, Italy at the Alliance Headquarters. All benefits are denominated and paid in Euro. The salary is level **6**, on a scale of 14 levels, with level 14 being the highest. The salary range starts from Euro **43,306** per annum. The Alliance offers an attractive remuneration package that includes a competitive salary, leave provisions, medical and life insurance, and non-contributory retirement plan. The contract will be for a period of **2 years**, subject to a probationary period of 6 months, and is renewable based on performance and availability of funds.

Please note that eligible applicants must have the legal status to live and work in Italy at the time of application:

- Be Italian nationals holding a valid passport or identity card.
- Or be EU citizens holding a valid passport or identity card and confirmation of registration from the Registrar's Office (Anagrafe).
- Or Non – EU citizens holding a valid Italian work permit (permesso di soggiorno per lavoro subordinato).

Applications

Please apply online through the website (<https://alliancebioiversityciat.org/careers>) no later than **25 October 2024** attaching a **curriculum vitae**, **motivation letter** (illustrating your suitability for the above mentioned position against the listed qualifications, competencies, skills), **both in English**, and contact information (e.g. names, email address) of **at least three references** (knowledgeable about your professional qualifications and work experience).

Please note that only shortlisted candidates will be contacted.

Closing date for applications: 25 October 2024

We invite you to learn more about us at:

<http://alliancebioiversityciat.org>

Please visit our careers page at:

<https://alliancebioiversityciat.org/careers>