

## CALL FOR PROPOSAL: S & T Policy @CENTRE FOR CIVIL SOCIETY

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### To recruit: - Senior Associate

**About CCS:** The Centre for Civil Society, a highly regarded public policy think tank based in New Delhi, advances social change through market liberal policy reforms. Our work in education, livelihood, and policy training promotes choice and accountability across private and public sectors. To translate policy into practice, we engage with policy and opinion leaders through research, pilot projects and policy training.

**About S & T Policy @CCS:** Furthering over two decades of CCS' commitment to social change through public policy, **the S & T policy unit @ CCS** will function as the policy wing dedicated to advancing policy solutions that foster scientific enquiry and research and facilitate the creation and dissemination of new scientific knowledge

**Job Profile:** CCS is looking for a full-time **Senior Associate** consultant to join its newest venture S & T Policy @CCS at an exciting time of organisational growth and development. S/he will work with the Lead and Program Manager enabling the unit to seamlessly engage with a larger S & T mothership organisation, for which CCS will anchor the policy piece, resulting in a synergistic output. S/he will work towards achieving the larger goal: creating a liberalised scientific and research ecosystem in collaboration with the public, private, and social sectors of India.

The Senior Associate will be responsible for analysis and reporting of S & T policy work and supporting the Program Manager and the Lead in effective outreach of the programmatic activities.

### Responsibilities:

- Support in creation of primary and secondary research projects including production of high-quality succinct research outputs of different lengths and for different audiences: academic papers, policy briefs, student outreach material, blogs, etc.
- Support seamless coordination with the Outreach team to disseminate research findings to stakeholders in the policy making ecosystem, including the media
- Develop original content for social media posts, videos, podcasts, blogs, and websites to highlight S & T policy @ CCS' work
- Identify and build a robust pipeline of prospective partners across public and private sectors
- Co-design program interventions in collaboration with Program Manager and Lead
- Manage program timelines and deliverables for effective implementation by setting up project management processes and guidelines
- Identify bottlenecks and weaknesses, wherever applicable, and devise strategies and solutions
- Ensure effective utilization of program budget through proper planning and tracking of planned activities.

## **Experience and Education**

- Bachelor's degree in STEM from a reputed university. Additionally, a Masters degree in Developmental studies, Public Policy or Management will be preferred
- Minimum of 3 years of full-time relevant professional experience working as an analyst or similar position
- High proficiency in analytical skills and ability to produce research reports
- Excellent communication and interpersonal skills with proven ability to manage planning and execution of communications products, influencer strategies, and audience targeting
- Demonstrable track record of communicating complex topics through audio, visual and written content

**Soft Skills:** Believer of classical liberal thought, entrepreneurial attitude, resilient and nce, well read, who possesses the ability to nurture teams and drive high performance, public speaking skills, analytical & writing skills and interpersonal skills.

**Compensation:** CCS recognizes that the right candidate will have a significant impact on the success of the organization and is prepared to offer an attractive compensation package for the non-profit sector, commensurate with experience.

**Location:** The position will be based at the CCS office in Delhi. Frequent travel around India with potential for international travel to partners and conferences will be expected.

**To apply:** Interested candidates must attach an updated CV, a statement of intent and at least 2 relevant publications/writings. Selected candidates will be called for interviews. Please email to [careers@ccs.in](mailto:careers@ccs.in) with the subject line: Senior Associate, S & T Policy @ CCS.

## **Assignment:**

- **Look at STIP2020, National Research Foundation and Department of Science and Technology for aspects we can look at, and peg the policy angle in.**

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