

The Centre for Family Friendly Policies and Inclusive Economy is looking for ambitious and energetic professionals to join its team.

About the Centre for Family Friendly Policies and Inclusive Economy

The Centre for Family Friendly Policies and Inclusive Economy (CFFPIE) is an initiative of ICC India and UNICEF India. Recent occurrences world over have impacted our social, economic, and educational opportunities in ways that we might have never imagined. To successfully mitigate the negative impacts of these changes on our lives and livelihoods, we need to urgently move towards an inclusive economy. An economy that ensures equitable and sustainable growth.

When businesses as well as governments invest in policies to ensure happy and healthy children, societies and economies can thrive. Well-planned and implemented family-friendly policies represent a win-win-win situation: good for parents and children, good for communities and society as a whole, and good for the economy.

The Centre, housed within ICC India, serves as a repository of global and national best practices and support businesses to adapt and implement family friendly policies (FFP's).

The Centre's key outputs are:

- Providing thought leadership and direction to CFFPIE: FFPs are a new area of work as a whole in India. Some of the ideas outlined in the FFPs are already in force as laws in India. However, the impact that these can cumulatively have is much larger.
- Creating content and knowledge around FFP's for the private sector: The Centre focuses on highlighting the work being done by companies in promoting the good practices in adoption and deployment of FFP's. It shall also support Indian companies to adopt global best practices in FFP's.
- Outreach and consistent engagement with the private sector for adoption of FFP's: The Centre support's companies in developing plans and also conduct necessary trainings on FFP's. The Centre also acts as facilitator for companies prior to the adoption of FFP's.

The Centre is inviting applications for the following two roles based out of New Delhi, India.

Position: Outreach and Engagement Consultant

Reports to: Executive Director, ICC India

Responsibilities:

- Develop and maintain contacts with the private sector and other stakeholders interested in working with the CFFPIE
- Develop initiatives designed to build private sector mobilization
- Coordinate with partners to ensure that companies work-out their strategy and action-plans for FFP related interventions
- Ensure that companies are engaged in alignment with the objectives of the Centre

- Take lead in identifying opportunities for thought leadership, developing ideas, and identifying collaborative arrangements to turn them into action
- Formulate, organise and facilitate events, activities and meeting logistics, generate sponsorship and identify participants and speakers
- Manage Centre's engagement at various forums to strengthen Centre's objectives
- Write, compile, and/or assist with reports, proposals, and research as needed
- Any other work as may be assigned by the Centre

Position: Knowledge Management Consultant

Reports to: Executive Director, ICC India

Responsibilities:

- Generating knowledge, through the documentation of evidence-based and promising practices, tracking and analysis of activities and progress, and analysis of data on FFP's
- Analysing case studies, documenting good practices and assimilating global and India knowledge on FFP's
- Development and sharing of knowledge products and creation of communities of learning through periodic updates at various forums
- Managing knowledge through maintenance of an online library of easy to access/search resources. Creating a robust repository of resources with support from the UNICEF team on global best practices and adoption of FFP's. These can be case studies, films, etc.
- Facilitate Centre's events, meetings, and other activities
- Write, compile, and/or assist with newsletters and reports, proposals, budgets, and conduct research as needed, management of Centre's web page
- Any other work as may be assigned by the Centre

The ideal candidates for the above roles:

- Someone appreciative of and insightful about the role of the private sector in social impact ecosystem
- Is familiar with private entities' contributions to achieving development goals such as the SDGs, whether through directly engaging in collaborative processes or by providing innovative technology or solutions
- Interested in and passionate about mobilizing others and facilitating a new consensus across the Centre, supporting the network's engagement approach at the regional and national levels, whilst also building a portfolio of projects and strategic partnerships with other related initiatives
- Have an understanding and exposure to India's corporate social responsibility legislation and larger social impact ecosystem
- Leadership: Track record of facilitating collaborative processes and/or leading teams, as well as working with senior staff in partner organisations

- Relationship Management: Evidenced ability to build effective and sustainable relationships internally and externally
- Educational Qualifications: Bachelor's degree though masters preferred (or equivalent through work experience) in field related to international development; and/or corporate responsibility and business management
- At least two years of experience
- Strong writing and editing skills, particularly in the areas of synthesizing information and tailoring the presentation of sensitive information to different audiences
- Ability to handle multiple, detail-oriented tasks simultaneously and produce professional work product with limited supervision
- Demonstrates considerable personal initiative
- Strong organizational, interpersonal and communication skills
- Fluency in written and verbal English

Remuneration: Competitive salary commensurate with experience.

To apply, please send your curriculum vitae by email to imran.khan@iccindiaonline.org, with the subject CFFPIE – [your name & position applying for] on or before 15 Aug 2021. Only shortlisted candidates will be notified of their selection for the interview round.