

Terms of Reference

Senior Programme Lead - Water

About CEEW

The Council on Energy, Environment and Water (<http://ceew.in/>) is one of South Asia's leading not-for-profit policy research institutions. CEEW addresses pressing global challenges through an integrated and internationally focused approach. It prides itself on the independence of its high-quality research, develops partnerships with public and private institutions, and engages with wider public.

In 2017, CEEW has once again been featured extensively across nine categories in the '2016 Global Go To Think Tank Index Report', including being ranked as South Asia's top think tank (14th globally) with an annual operating budget of less than US\$5 Million for the fourth year running. In 2016, CEEW was also ranked 2nd in India, 4th outside Europe and North America, and 20th globally out of 240 think tanks as per the ICCG Climate Think Tank's standardised rankings. In 2013 and 2014, CEEW was rated as India's top climate change think-tank as per the ICCG standardised rankings.

In over six years of operations, CEEW has engaged in more than 100 research projects, published well over 50 peer-reviewed books, policy reports and papers, advised governments around the world over 160 times, engaged with industry to encourage investments in clean technologies and improve efficiency in resource use, promoted bilateral and multilateral initiatives between governments on more than 40 occasions, helped state governments with water and irrigation reforms, and organised more than 125 seminars and conferences.

CEEW's major projects on energy policy include India's largest energy access survey (ACCESS); the first independent assessment of India's solar mission; the Clean Energy Access Network (CLEAN) of hundreds of decentralised clean energy firms; India's green industrial policy; the \$125 million India-U.S. Joint Clean Energy R&D Centers; developing the strategy for and supporting activities related to the International Solar Alliance; modelling long- term energy scenarios; energy subsidies reform; decentralised energy in India; energy storage technologies; India's 2030 renewable energy roadmap; solar roadmap for Indian Railways; clean energy subsidies (for the Rio+20 Summit); and renewable energy jobs, finance and skills.

CEEW's major projects on climate, environment and resource security include advising and contributing to climate negotiations (COP-21) in Paris; assessing global climate risks; assessing India's adaptation gap; low-carbon rural development; environmental clearances; modelling HFC emissions; business case for phasing down HFCs; assessing India's critical

mineral resources; geoengineering governance; climate finance; nuclear power and low-carbon pathways; electric rail transport; monitoring air quality; business case for energy efficiency and emissions reductions; India's first report on global governance, submitted to the National Security Adviser; foreign policy implications for resource security; India's power sector reforms; resource nexus, and strategic industries and technologies for India's National Security Advisory Board; Maharashtra-Guangdong partnership on sustainability; and building Sustainable Cities.

CEEW's major projects on water governance and security include the 584-page National Water Resources Framework Study for India's 12th Five Year Plan; irrigation reform for Bihar; Swachh Bharat; supporting India's National Water Mission; collective action for water security; mapping India's traditional water bodies; modelling water- energy nexus; circular economy of water; and multi-stakeholder initiatives for urban water management.

Job designation: Senior Programme Lead

Job Location: New Delhi, India

Reporting To: Senior Research Associate

Purpose

CEEW seeks to hire a **Senior Programme Lead**, a role that will be crucial in building a dynamic and young research team for CEEW, particularly for research related to water issues. Crucially, in addition to the duties and responsibilities outlined below, the Senior Programme Lead should be prepared, as and when necessary, to take on additional responsibilities and respond to events and developments that cannot be anticipated easily.

Job Duties and Accountabilities

Research

- Work with Senior Researchers on specific research projects such as water management, water governance, transboundary water conflicts and cooperation, industrial and urban water use and efficiency, agricultural water use and efficiency, environmental impacts, environmental law and governance, etc.
- To generate and pursue independent and original research ideas and support the initiation of new research programmes within the organisation
- To develop plans for research projects and to outline research procedures to be followed
- To extrapolate and verify data given by research analysts/programme officers, evaluate, organise and edit the data into comprehensive standard report forms.

- To utilise internal and external databases and other research tools to create value added research data
- To work closely with state governments to develop integrated energy, environment and water policies
- To travel to project sites, when required, to conduct interviews or collect data for different research projects
- To develop surveys and questionnaires and to collect, collate and analyse responses using different data analysis software's and tools
- To publish in high quality peer reviewed national and international journals
- To assist in applications for research and general donor funding
- To take part in knowledge-transfer activities, including collaborative meetings and training workshops with other research groups and institutions
- To mentor junior team members and contribute to organisation building activities

Project Management

- To coordinate the work of research analysts and programme officers and guide them on different research projects
- To ensure that project deliverables are submitted on time
- Present results of research at national and international conferences, meetings, seminars and workshops and through personal contacts and networks
- Assist Research Fellows and other Senior Researchers with financial reporting and budgeting for specific projects
- Perform other duties occasionally, which are not included above, but which would be consistent with the role
- To assist Research Fellows and other Senior Researchers in developing research projects for strengthening and expanding the existing programme of research, presenting research to key constituencies, advisory bodies, conferences & research institutes

Selection Criteria

Education

- Master's degree with specialisation in energy, environment or water in relevant disciplines, such as economics, politics, law, international relation, public policy, physical sciences, sociology, anthropology, etc.
- Should have a strong research background, including an understanding of experimental and analytical research

Business experience

- Minimum 7 years of relevant work experience
- Demonstrated history of publication in peer-refereed journals
- Strong track record of project management and timely delivery of outputs
- Experience in dealing with public and private institutions

Main skills

- Must have strong written and oral communication skills as well as public speaking and research skills.
- Ability to work on water project proposals and demonstrated experience in raising research grants.
- Must work well with others, as they often work with other project team members and other institutions.
- Must have sharp analytical skills to analyse large data and reports.
- Experience working with software programmes such as Microsoft Excel, Microsoft Word, PowerPoint, Access.
- Experience with statistical software packages, such as STATA, R, SAS, SPSS
- Must be organised and able to clearly synthesise and summarise information.
- Ability and willingness to work in a dynamic and fluid environment
- Strong willingness to learn and have an open, inquiring mind
- Skills in managing new technologies and media platforms
- Willingness to show initiative in order to handle unforeseen problems
- Strong interpersonal skills with confidence to engage with senior political and business leaders
- Flexibility towards long work hours, especially when major deadlines and events are approaching
- Foreign language skills desirable

Interested candidates are requested to send their applications to jobs@ceew.in with 'Application –Senior Programme Lead' as the subject line.

Compensation

Competitive compensation – commensurate to the experience, and matching the best of standards adopted by industry or other similar organisations for similar roles

CEEW is an equal opportunities employer and female candidates are encouraged to apply. Applications will be reviewed on a rolling basis. Only shortlisted candidates will be notified.