

Job Description

Lead Specialist - International Processes and Engagement

Organization	Coalition for Disaster Resilient Infrastructure (CDRI)
Location	New Delhi, India
Grade and No. of position	Lead Specialist (1)
Salary and Benefits	Competitive
Contract	Fixed Term Contract (3 years), extendable for up to another 3 years, Full-Time, International Hire.
Applications Closing date	Applications will be reviewed on a rolling basis, with priority given to early submissions during the shortlisting and selection process. The position will remain open until it is filled.

About CDRI

The Coalition for Disaster Resilient Infrastructure (CDRI) is a partnership of national governments, UN agencies and programs, multilateral development banks and financing mechanisms, the private sector, and knowledge institutions that aims to promote the resilience of new and existing infrastructure systems to climate and disaster risks in support of sustainable development.

Mission

“To support countries to upgrade their systems to ensure disaster and climate resilience of existing and future infrastructure.”

Impact (that CDRI aims to achieve)

By 2050, over US\$10 trillion of new and existing infrastructure investments and services are resilient to natural hazards and climate change through enhanced capacity, informed policy, planning, and management, leading to improved quality of environment, livelihood, and life of over 3 billion people.

CDRI Mandate & Value Proposition

CDRI has been envisioned and established as a global network to advance the agenda, support coordinated action among stakeholders, and focus on bringing voices from vulnerable geographies and populations to international policy forums. Internationally agreed-upon goals in the SFDRR, the SDGs, and the Paris Climate Agreement provide the foundational framework that guides the Coalition’s vision and mission.

As a global partnership, the Coalition aims to ensure that the investments of its members and partners are aligned and well-coordinated in support of the shared ambition of disaster and climate resilience of new and existing infrastructure. The two unique yet interconnected roles that CDRI shoulders in this direction are:

- A Strong Coalition Driving Collaborative DRI Action: In 2025, CDRI stands as a partnership of 46 national governments and seven international organizations. The Coalition enjoys robust political support, which propels its efforts to advance the interests of its members and partners.
- A Solution-Focused Centre of Excellence for DRI: As a Centre of Excellence for DRI, the Coalition strengthens the individual and collective capacities of its members and partners by aggregating and sharing knowledge, brokering need- based partnerships, and strengthening capacities through collaborative learning and action.

Strategic Work Plan 2023-2026

CDRI's Strategic Work Plan 2023-26 describes the broad contours of its priority actions and planned initiatives in the next four years. The Strategic Work Plan sets out a clear direction for the Coalition to pursue a transformational agenda for DRI in response to a changing risk landscape and evolving on-ground realities of its members. In the next four years, the Coalition will continue to leverage the expertise of its Member Countries and partners to develop context-specific, innovative solutions for resilient infrastructure towards the achievement of national priorities and global commitments of its members.

With the strategic work plan for 2023 – 2026, CDRI has set out the following strategic outcomes.

Strategic Outcome 1: A strong Coalition that has the membership, resources, and global leadership to drive global, national, regional, and local DRI action.

Strategic Outcome 2: Global DRI research, Coalition-led peer engagement, and CDRI- curated and generated knowledge promote risk-informed policy and practice.

Strategic Outcome 3: Enhanced capacities of government, private enterprises, and communities to implement post-disaster recovery and DRI action at scale.

CDRI Headquarters (Secretariat)

The CDRI headquarters is established in New Delhi, India, to act as the Secretariat of the Coalition. The Secretariat functions under the direction of the International Governing Council and the Executive Committee to implement the programmes of CDRI.

Position

The position is open to candidates of all nationalities.

All nationals demonstrating 10 years of international work experience in at least 5 countries across 2 UN geographic regions (from Africa, Asia, Europe, Latin America and the Caribbean, North America, and Oceania) would be considered for international positions (international hire).

Objective of the position:

The Lead Specialist - International Processes and Engagement will support the CDRI Secretariat to advocate for Disaster Resilient Infrastructure (DRI) within international negotiations and processes and mobilise and support the Coalition's members to do likewise. The ideal candidate will bring experience from international climate negotiations or engagement with high-level platforms such as the G20.

Key Roles and Responsibilities:

1. International engagement:

- Develop and support the implementation of a strategy to maximise CDRI's visibility within and influence on international processes and negotiations related to DRI, including but not limited to the UNFCCC process.
- Support CDRI delegations at international forums, conferences, and negotiations.

2. Support CDRI members to advocate for DRI internationally

- Support development of a system to aid CDRI members in promoting and advocating for DRI within international processes and negotiations.
- Support technical assistance to members who request CDRI support to better engage in international processes or negotiations on DRI and adaptation-related issues.

3. Policy Advocacy and Positioning:

- Ensure CDRI's priorities are represented and considered in key international negotiations and agreements related to climate and disaster resilience.
- Lead the drafting of CDRI submissions and inputs into international processes.

4. Stakeholder Engagement and Awareness Building:

- Build and maintain trust with international stakeholders through transparent communication and responsive engagement.
- Support positioning of CDRI as a leader in the global conversation on resilient infrastructure and disaster risk reduction.

5. Monitoring and Reporting:

- Track progress on international negotiations and agreements, ensuring timely delivery of outcomes.
- Monitor the global landscape for emerging opportunities and challenges related to disaster and climate-resilient infrastructure.

6. Internal capacity building:

- Build capacity and understanding of CDRI staff, including through mentoring and internal dissemination of information on international processes and negotiations.

Skills

- Deep understanding of international governance structures, multilateral negotiations, and global policy processes.
 - Excellent standard of written and spoken English, with experience drafting reports and submissions relating to international processes and negotiations.
 - Diplomatic and culturally sensitive, with the ability to work effectively in diverse international settings.

- Strong leadership skills, able to manage multiple priorities and deliver at pace.
- Experience working in South Asia and an understanding of India would be an advantage.
- Experience working in an international organization and with a diverse number of partners comprising Governments, the UN, multi-lateral systems, industry, financial institutions, and knowledge and research institutions in multi-country locations.

Qualifications:

- Master's or equivalent, in diplomacy and international relations, global governance, public policy, international law, political science, economics, or a related field. Candidates with international education are desirable.

Experience:

- 10+ years of relevant work for a national government or international organisation with a focus on multilateral processes and/or international negotiations.
- Demonstrable experience in developing and implementing advocacy campaigns and fostering collaborative relationships at the global level.
- Experience working with cross-functional teams and projects.

Reporting Line:

- The incumbent will report to the Director – Advocacy & Communications, CDRI.

Language Requirements:

- Fluency in English, both oral and written.
- Proficiency in (UN) languages (especially French and Spanish) will be an asset.
