



Terms of reference

Mandate Communication and Knowledge Exchange Specialist

The overarching goal of the SOR4D programme (www.sor4d.ch) is to produce better knowledge, solutions and innovation through needs-driven, transdisciplinary research that opens up new ways to advance sustainable development and reduce poverty in the least developed, low and lower middle-income countries. The programme funds fifteen projects and the research phase will last until 2028.

The SOR4D programme is seeking a Communication and Knowledge Exchange Specialist for programme-specific public relations work and the conceptualisation and realisation of the activities in knowledge exchange.

1 Tasks

- Establish contacts, networking and active communication with institutions and stakeholders active in the SOR4D programme and related topics.
- Develop and implement strategies and innovative approaches for knowledge exchange between the scientific community and stakeholders from civil society, public and private sectors at a national and international level, with a specific focus on Switzerland.
- Increase the visibility of the programme and the individual projects. Communicate results of the SOR4D programme through articles and other (social) media products (e.g. www.k4d.ch).
- Engage with media, including via media releases or media conferences.

2 Profile

2.1 Required

- Proven expertise in communication (oral and written) and media relations.
- Established network with relevant stakeholders from media, public administration and civil society.
- Experience in developing strategies for knowledge exchange between the scientific community and stakeholders from civil society, public and private sectors.
- Very good command of English, French and German.

2.2 Desirable

- Good knowledge of the development and/or research landscape, specifically North-South partnerships and the corresponding actor landscape.
- Experience in managing politically sensitive issues.

3 Terms and conditions

This position is awarded on the basis of a three-year personal mandate. The cost ceiling for activities within this mandate is set at CHF 100'000 for three years which covers working hours, expenses and material costs. Specific tasks within the mandate will be remunerated on the basis of actual hours worked. The Communication and Knowledge Exchange Specialist will:

- implement specific tasks and projects as needed upon mandate from the programme management (as defined under Article 1)
- propose projects and activities that contribute to fulfilling the tasks described under Article 1.

The workload varies considerably depending on the phase of the programme and therefore requires the person to be flexible.

4 Submission of offers

Please send your application, including your CV and motivation letter, in English, by 22 April 2024 to sor4d@snf.ch. Interviews are planned for 6th and 7th of May. Anne Jores (031 308 23 11) and David Svarin (031 308 24 90), programme managers of SOR4D, will be happy to provide you with further information. Please note that the person recruited for this post cannot simultaneously participate in funded projects of the SOR4D programme.