

Job Description – Climate Change & Disaster Management Specialist, Goonj

Goonj is looking for a potential candidate for its Climate Change & Disaster Management Team.

About Goonj

Goonj is changing the way the world tackles poverty by putting human dignity at the center of development. We are on the most missed out people, their issues and the most neglected material, creating change with all these at the center. To date, Goonj reaches focused thousands of communities across 27 states of India, working with hundreds of urban and rural partnerships. But our work is not only about our organization. It is also about building a powerful ecosystem and next generation of empaths, innovators and social entrepreneurs, and engaging them in collective dialogue, moral inquiry, exposing them to their own immense possibilities and potential.

About the Role

We are looking for an individual who possesses a comprehensive understanding of disaster and climate change issues and excels in both research and presentation skills.

If you are excellent with research & knowledge management and have an eye for details, we would like to meet you.

Key responsibilities:

- Establish a comprehensive information system that identifies and assesses the risks involved in disaster-prone areas and facilitate risk informed development.
- individual should be adept at distilling complex information into digestible formats that resonate with diverse audiences, including Corporate, policymakers etc.
- Establish climate, environment and risk informed focused partnerships with other development partners.
- Draft communication and information materials for Goonj to promote awareness, establish partnership/alliances and support fund raising for GAARD.
- Research information on potential donors and prepare resource mobilization materials and briefs for fund raising and partnership development purposes
- Support communication and policy advocacy regarding climate change & environmental degradation
- Conduct regular program field visits and surveys and/or exchange information with partners/stakeholders to assess progress and provide technical support, take appropriate action to resolve issues. Report on critical issues, bottlenecks and potential problems for timely action to achieve results.
- Above all, meeting deadlines

Desired Skills and Ability

- A minimum of 5 years work experience
- Candidates with 3 to 5 years' experience in emergency response will be preferred
- Excellent communication skills
- Excellent Presentation skills
- Ability to work methodically and meet deadlines
- Degree in Disaster Management, Environment- Climate Change or other Social Science field is a plus

To be a good fit for Team Goonj

- Belief in our values and guiding principles
- Ability to work in a diverse environment, and yet operates in sync and harmony
- Be a doer, people's person and have positive outlook to work under pressure with patience.
- Build a positive environment where everyone is unique and important to us.
- Ability to work efficiently and respectfully with all teams at each level.
- Demonstrate commitment, focused attention to work and timely delivery.
- Know that you are a part of a meaningful work, a place which is built by its team brick by brick.

Deadline

Candidates are encouraged to **apply early**, as applications will be reviewed and candidates interviewed on a rolling basis.

Compensation

Remuneration will be competitive with Indian philanthropy pay scales and will depend upon the candidate's experience levels.

Job Location: Sarita Vihar, Delhi; **Working Hours:** Monday to Saturday (9.45 am to 5.45 pm)

Application Process:

Interested candidates are requested to email to hr@goonj.org with the following subject: ***Application -Climate Change & Disaster Management Team***

In your email, please share the following -

1. A resume/CV of not more than 2 pages
2. A cover letter which should also include the response to below –
 - What experience makes you a good match for the skills of this role?

Shortlisted candidates will be interviewed over minimum of two rounds following which a final decision will be made.

Kindly note: We will only be able to revert to shortlisted candidates... thank you for understanding