

Job Description:	Specialist Knowledge Management	Responsible to:	Head Core Grants & Knowledge Management
No. of direct reports:	--	Location	Delhi
Duration	--	Job Function	Specialist Knowledge Management
Purpose:	Support programme teams and need-based research to generate evidence and knowledge products on issues related to PFI's areas of work		
Responsibilities:	COMPETENCIES	REQUIRED SKILLS	
<ul style="list-style-type: none"> Research and analysis of a variety of development, governance, violence against women, health programme and policy issues relevant to PFI's advocacy work Support programme teams in the development of appropriate knowledge products/communication materials pertaining to PFI's strategic engagement work Support in write notes, reports, statements, talking points, op-eds, abstracts, make presentations as and well needed Support in concept note development and proposal writing, especially on research projects Work with the research team to undertake primary and secondary on issues relevant to PFI's work, as and when needed Collaborate with research agencies, academic institutions, consultancies, various stakeholders including government agencies Any other work mutually agreed upon with the supervisor 	<ul style="list-style-type: none"> Working together: Is a team player and works closely within the team as well as with cross functional teams Communication Skills: Excellent written and verbal skills to the network (previous writing experience would be an advantage) Responsiveness: Understands the demands of PFI's communication needs and can identify and respond to urgent tasks Willingness to Learn: Continuously works towards improving professional competence by acquiring new skills Delivering Results: Is goal-oriented and takes initiative in identifying alternate methods to ensure high quality results. Adaptability and Initiative: Quickly adapts to organizational demands and is open to take new challenges Adherence to Policies: Abides by organisational norms and policies all the time 	<p>Masters in social science, public health, gender or related subjects from a reputed educational institution</p> <p>Work Experience</p> <ul style="list-style-type: none"> Relevant experience of 6-8 years in health, development and relevant issues Basic knowledge of research methodology techniques – both quantitative & qualitative; Ability to translate technical information and policy language Experience in dealing with reproductive and sexual health/maternal health/adolescent health/family planning/gender data Excellent writing skills Willingness and ability to work in a fast-paced team, finding pragmatic solutions, where necessary Basic MS Office Skills <p>HOW TO APPLY</p> <p>Please send your updated CV with a covering letter describing your suitability for the position to hr@populationfoundation.in latest by September 15, 2022. Please mention the position "Specialist Knowledge Management" in the subject line of your e-mail. Only shortlisted candidates will be contacted.</p>	



ABOUT PFI

Population Foundation of India (PFI) is a national civil society organisation, which promotes and advocates effective formulation and implementation of gender sensitive population, health and development strategies and policies. Bharat Ratna JRD Tata founded PFI in 1970.

PFI addresses population issues within the larger discourse of empowering women and men, so that they are able to take informed decisions related to their fertility, health and well-being. We work with the government, both at the national and state levels, and with other civil society organisations. Our areas of work include the following:

- Family planning
- Adolescent health, particularly sexual and reproductive health
- Community monitoring of public health services
- Women's rights, and especially ending violence against women

OUR STRATEGY

Reproductive health and family planning can positively influence and advance the newly laid out Sustainable Development Goals by addressing multiple targets and ushering in an era of development. Access to voluntary family planning has the potential to save lives and help break the cycle of poverty, stabilize population growth and ease the pressure on the environment. It is the most cost-effective development investment.

We believe that health, education and wellbeing of the population is crucial for sustaining just, equitable economic growth and development. For that to happen, change has to happen at three levels – individual, social and systemic or policy levels, ensuring that the country offers a conducive and enabling policy environment for girls and women to claim their rights, agencies of youth to be involved in demanding and supporting efficient and accountable governance and informed policy makers to inspire a vibrant future. PFI will act as a catalyst, a facilitator to offer compelling evidence based scholarship, thought leadership and convention inform, inspire and initiate actions that will contribute to and strengthen our national plans and priorities. We will realize our mission by building leadership and public accountability, influencing social norms, reframing public discourse and collaborating with national and global initiatives in population studies and family planning. We believe that our mission will significantly contribute to India's commitment to achieving Sustainable Development Goals and FP2020 targets.

OUR VALUES

MUTUAL RESPECT	EQUITY AND JUSTICE
INTEGRITY	WOMEN'S RIGHTS
COURAGE OF CONVICTION	INDEPENDENCE
CORE VALUES	HUMILITY

OUR MISSION

To advance gender-sensitive, rights based population and family planning policies and actions for a just, equitable and prosperous society.

STRATEGIC OBJECTIVE 1

To advance family planning and reproductive health as drivers of individual rights

- Girls and women are able to take informed choices for exercising their bodily rights without fear or inhibition
- Young people and women are able to access to high quality and affordable family planning services and reproductive health care

STRATEGIC OBJECTIVE 2

To position family planning and population measures as critical drivers of sustainable growth and development in India

- Family Planning and women's rights are national priorities that help realize higher growth and sustainable development.
- Strong rights based policies, adequate budgets and efficient public institutions help build and sustain quality of life and wellbeing.

STRATEGIC OBJECTIVE 3

To ensure family planning and reproductive health becomes drivers of youth leadership for social transformation at scale

- Gender sensitive family planning and reproductive health rights and services form the fulcrum of all social development plans and actions
- Young people, particularly among women, are leading grassroots transformation towards a just and equitable social system

OUR APPROACH

ADVOCACY:

Global thought leadership, high quality evidence-based narratives to inform and inspire law makers for comprehensive family planning and reproductive health policies; shaping family planning discourses within sustainable

BEHAVIOR CHANGE:

Utilize power of technology and new-age media platforms targeted intervention on reproductive health education and gender sensitive behavior, attitudes and practices of the society, particularly young people

ACCOUNTABILITY:

Promote agency of youth, particularly girls and women, within community led participatory governance initiatives to enhance efficiency and accountability of public systems and delivery services