



## Project Consultant – Communications

New Delhi | January 2018

### About The Climate Group

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#### Our Mission

Accelerating climate action.

#### Our Goal

A world of less than 2°C of global warming and greater prosperity for all, without delay.

#### How we do it

- We bring together powerful networks of businesses and governments, which shift global markets and policies, towards this goal.
- We act as a catalyst to take innovation and solutions to scale. And we use the power of communication to build ambition and pace.
- We focus on the greatest global opportunities for change.

The Climate Group is an international non-profit with offices in Beijing, London, New Delhi and New York.

### About the role

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The Consultant will work with The Climate Group to deliver communications outputs to inspire and raise business ambition and action through strategic communications, sub-national engagement and amplifying policy narratives within the business and state-level forums. In addition, the candidate will support the overall corporate communications outreach in India, as well as leverage support through The Climate Group's global communications network. The position is supported by [We Mean Business coalition](#) (WMB) and necessitates close coordination with other WMB India partners (CDP India and WBCSD India). The role is funded for one-year and will be renewed based on performance and resource availability.

#### Key responsibilities

- Build a strategic communications framework for the project objectives.
- Work closely with the India Partnership Manager and India Communications Manager to deliver overall communications support for achieving the project objectives.
- Administer day-to-day duties, including content generation, case studies, newsletter updates and social media optimisation.
- Identify opportunities to showcase and demonstrate The Climate Group's work on business actions.
- Work with global communications team, adhering to the organization's key messaging while delivering content and outreach.
- Undertake all other duties and functions as assigned by relevant team members/line manager from time to time.



## About you

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### Essential:

- Strong writing and copy-editing skills.
- Excellent written and spoken communication skills (English).
- Experience generating content for newsletters, press releases and program brochures.
- Strong public relations and networking skills.
- Creatively well-skilled in designing and developing collateral.
- Pro-active and able to work independently.
- Previous experience in communications either with non-profits or businesses.
- Sound understanding of India's climate agenda.

### Desirable:

- Knowledge on sustainable business practices, particularly renewable electricity and electric mobility.
- Experience in building strategic messaging frameworks.
- Knowledge of designing and image processing software like InDesign, Corel Draw, Adobe Photoshop etc.

## Key reporting

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The successful candidate will report directly to the India Partnerships Manager and will have regular strong functional relationship with the India Communications Manager.

## Location

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This position will be based in New Delhi, India.

## Next steps

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If interested, please submit your updated resume along with a cover letter (essential), to [Sjennifer@theclimategroup.org](mailto:Sjennifer@theclimategroup.org) with the subject line ***"Job application for Project Consultant - Communications"***

Due to high volume of applications, we are unable to notify unsuccessful applicants. If you have not been notified of the outcome of your applications within four weeks of the closing date, please assume you have been unsuccessful on this occasion.

Closing date for applications for the above role is January 20, 2018