



Lead Specialist – International Processes and Engagement

June 2025

About CDRI

The **Coalition for Disaster Resilient Infrastructure (CDRI)** is a global partnership of national governments, UN agencies, multilateral development banks, private sector, and academic institutions. It aims to promote the resilience of infrastructure systems against climate and disaster risks to ensure sustainable development.

Strategic Work Plan 2023-2026

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.

The CDRI **Secretariat**, based in New Delhi, coordinates and implements the Coalition's strategic priorities and activities.

The Role

Role:	Lead Specialist – International Processes and Engagement
Location:	New Delhi, India



Grade & No. of Positions:	Lead Specialist (1)
Salary & Benefits:	Competitive
Contract:	Fixed Term Contract (3 years), extendable for up to another 3 years, Full-Time, International Hire

Role Purpose

CDRI is seeking an experienced professional to serve as **Lead Specialist – International Processes and Engagement** to strengthen its global advocacy for Disaster Resilient Infrastructure (DRI). The role will involve positioning CDRI as a key voice in international negotiations and processes—such as the UNFCCC, G20, and other high-level platforms—and supporting members in aligning their infrastructure priorities with global resilience goals.

The ideal candidate will bring a deep understanding of global governance systems, experience in multilateral negotiations, and a track record of working in complex, cross-cultural environments.

Reporting Line

Reports to the Director – Advocacy & Communications, CDRI.

Key Responsibilities

1. International Engagement

- Develop and implement a strategic approach to enhance CDRI's visibility and influence in global policy processes.
- Represent CDRI in international forums, conferences, and climate-related negotiations (e.g. UNFCCC, COPs).

2. Member Support

- Design systems to enable CDRI member countries to advocate effectively for DRI in global platforms.
- Provide technical assistance to members on international negotiations related to infrastructure, resilience, and adaptation.



3. Policy Advocacy & Positioning

- Lead the development of position papers, submissions, and policy inputs to influence international dialogues.
- Ensure CDRI's agenda is represented in key multilateral agreements and processes, aligning with SDGs, the Paris Agreement, and SFDRR.

4. Stakeholder Engagement & Awareness Building

- Build trust and strategic relationships with global stakeholders including UN agencies, MDBs, and government representatives.
- Help establish CDRI's leadership in global conversations on infrastructure resilience and risk reduction.

5. Monitoring & Reporting

- Track international developments, negotiations, and agreements relevant to DRI.
- Identify new opportunities for CDRI engagement and provide timely analysis to senior leadership.

6. Internal Capacity Building

- Build institutional knowledge and capacity within the CDRI Secretariat to engage effectively in international diplomacy.
- Provide training, mentorship, and briefings to staff on international policy trends and opportunities.

Candidate Profile

Qualifications

- Master's degree (or equivalent) in diplomacy, international relations, public policy, international law, global governance, political science, or related fields.
- International academic exposure is desirable.

Experience

- At least 10 years of relevant work with national governments, international organisations, or multilateral institutions.



- Demonstrated experience in international negotiations, global advocacy campaigns, or multilateral policy development.
- Experience working in or with South Asia and an understanding of India's policy and diplomatic landscape is an advantage.
- International project experience across at least 5 countries and 2 UN geographic regions is required for international hire eligibility*.

Skills & Competencies

- Deep knowledge of global governance and multilateral systems (e.g. UNFCCC, G20, SDG processes).
- Proven ability to build and sustain strategic partnerships in complex, multi-stakeholder settings.
- Strong diplomatic skills, cultural sensitivity, and ability to work in diverse international teams.
- Excellent writing, presentation, and negotiation skills.
- Strategic thinker with ability to deliver results under pressure.
- Comfortable working across cross-functional and interdisciplinary teams.

Language Requirements

- Fluency in English (oral and written) is essential.
- Proficiency in another UN language (especially French or Spanish) is an asset.

**International Hire = 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).*

How to Apply

All correspondence, at this stage, should be via Oxford HR. To apply for this post, click on the "Apply" button on the job advert page, complete our online application form, and submit your CV and cover letter as two different documents, which should be prepared before applying as they will be considered in the application process.

The cover letter should be no more than two pages long and explain why you are interested in this post and how your skills and experience make you a good fit. The document should be saved in PDF in the following format: Your First Name-Your Last Name-Documents Name-Date (mmyy)-Organisation e.g., Pat-Jones-CV-0625-CDRI or Pat-Jones-CoverLetter-0625-CDRI.



Timeline

Closing Date: 5th July 2025

First Stage Interviews: TBC

Final Interviews: TBC

Selection Process

All candidates will receive an update regarding their application after the closing date. We advise candidates to add the role email to their safe senders list and regularly check their spam folder.

Equality Statement

Equality and diversity are at the core of CDRI's values. Staff are expected to work collectively and individually to promote a constructive and sensitive approach to others from a variety of backgrounds, where the work of others is valued and respected.

Queries

If you have any queries on any aspect of the appointment process, need additional information, or would like to have an informal discussion, please email at jyewdall@oxfordhr.com in the first instance.

About Oxford HR

Oxford HR is a B Corp certified leadership consultancy. Having worked within a diverse range of institutions, from not-for-profits and charities to governments and corporate environments, we've seen the powerful impact that the perfect team can have.

Finding innovative leaders can be a challenge; and yet their transition into leadership is vital to an organisation's mission and success. We work across the globe to search for and support remarkable leaders and teams, improve their board effectiveness and support on a range of leadership functions.

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