

COUNTRY PROGRAM MANAGER, COALITION FOR URBAN TRANSITIONS

Program Management
London, United Kingdom

Job Summary

The Coalition for Urban Transition's country program works with a number of rapidly urbanizing and emerging countries to support national decision-makers in building sustainable national urban policies and infrastructure investment strategies. The focus is on deep engagement and policy reform in these countries to create 'lighthouse' examples which can be replicated and scaled up globally through the coalition.

In this position you will help oversee and grow our Country Program which spans work with national governments in China, Mexico, Tanzania, Ghana. You will work with a number of reputable partners including the Tsinghua School of Public Policy and Management, Hongkong University of Science and Technology, C40 Cities Climate Leadership Group, WRI China and Mexico, the African Centre for Cities, Cities Alliance, Economic Policy Research Centre Tanzania, amongst others. We are looking to expand into other geographies such as Indonesia and Ethiopia. You will report directly to the Head of Program Management and Operations and work closely with the Coalition Senior Management Team.

We require technical expertise and program management experience, including skills in overseeing, and supporting the implementation of large program work involving multiple partners. You must be able to work with partners to produce robust and high-quality research within the country program and shaping effective engagement strategies to influence policy decisions of high-level decision-makers.

The successful candidate for this position will have strong interpersonal skills, excellent strategic thinking capabilities, an ability to work in a diplomatic and collaborative manner with multiple stakeholders, and an enthusiasm for turning big ideas into action. You will also have excellent writing skills, initiative, attention to detail, and a proven track record in engaging technical experts at various levels.

This is a limited term position with an end date of October 31st, 2020 with a possible extension based on funding.

Job Responsibilities

- Overseeing and supporting on-going coordination and implementation of the Coalition's overall country program in 4-6 rapidly urbanizing and emerging economies, including China, Mexico, Tanzania, and Ghana. This will include:
 - Supporting effective delivery of the national urban policy program in Tanzania, Ghana, China and Mexico in partnership with the Coalition's in-country, lead partners.
 - Supporting and managing the performance of the Coalition's in-country partners, including supporting negotiations on timelines, process and work plans.
 - Providing the necessary oversight of country research plans and reports to ensure that the research is rigorous, robust, and relevant to national decision-makers in each country.
 - Quality assuring all country program outputs and ensuring that they meet donor requirements
 - Supporting monitoring and evaluation of country program;
 - Supporting the development of a strong impact and engagement strategy for each of the country program.
 - Providing oversight of the country level spending and contracts.
 - Supporting donor communication and reporting on country deliverables and progress.
 - Identifying and flagging any emerging challenges with the country program and ensuring that adequate steps are taken to address any emerging risks.
 - Encouraging coordination between each of the country programs to ensure relevant knowledge sharing.
- Ensuring the Coalitions' global and country programs are well coordinated and fully leverage one another. This will include coordinating with global program research teams to ensure that country research is of high standard, feeds in or feeds off global research and narratives, and there is expert peer review and feedback into country research.
- Supporting the representation - where needed - of the Coalition's country work program in the Coalition's Senior Management Team.
- Identifying opportunities to expand the country program to other rapidly urbanizing and/or emerging countries, including supporting fund-raising proposals and assisting the maintenance of relevant relationships with donors.
- Supporting the development of any programmatic or operational guidelines to ensure that the effectiveness of country program portfolio.
- Providing support to other coalition work and activities as appropriate.

Job Qualifications

- Minimum of 5 years of strong project / program management experience, including a demonstrated ability to coordinate across teams and research partners in multiple countries with a minimum of 3 years' experience demonstrating world-class and deep knowledge of the key issues and organizations related to sustainable urban development, national economic development, climate change or similar field

- A post-graduate qualification in public policy, economics, environmental economics, sustainable development or another relevant discipline (or an additional 2 years of experience)
- Experience of working in the global South, including working with government and high-level decision makers on urban policy and / or national economic development issues
- Quantitative and analytical research skills, preferred.
- Ability to travel when needed is a key requirement. Fluency in a language other than English would also be desirable (Mandarin, Spanish, or Swahili an advantage).
- Experience of working with government and philanthropic donors
- Exceptionally good communication and interpersonal skills, and comfortable working with high-level decision-makers
- Detail-oriented and organized thinker who can juggle multiple, competing priorities

Visa sponsorship is not available for this opportunity.

How to Apply

Please submit a cover letter with application. Applicants must apply through the [WRI Careers portal](#) to be considered.

Program Overview

About the WRI Ross Center for Sustainable Cities and the Coalition for Urban Transitions

Half of the global population resides in cities. That figure is set to increase to 70 percent by 2050. Traditional models of urban development and business as usual can lock us into congestion, sprawl, and inefficient resource use [WRI Ross Center for Sustainable Cities](#) (WRI Cities) works to ensure cities are competitive and drive economic opportunity while sustaining natural resources, and providing a better quality of life for citizens.

The Coalition for Urban Transitions is a Special Initiative of the New Climate Economy (NCE) and is hosted by the WRI Ross Center for Sustainable Cities, and jointly managed with the C40 Cities Climate Leadership Group. The Coalition is made up of a wider partnership of 20+ leading urban focused institutions and their practice leaders from major think-tanks, research institutions, city networks, international organizations, major investors, infrastructure providers, and strategic advisory companies. It has recently formed a high level Urban Leadership Council of the world's most prominent urban, SDG, and climate focused organizations to help drive forward its work.

The vision of the initiative is to unlock the power of cities to support enhanced national economic, social, and environmental prosperity, including addressing the risks of climate change. By 2019, the aim is for the Coalition for Urban Transitions to be the most concerted and coordinated attempt globally at assembling a partnership of the world's best thinkers,

institutions, and senior public-private leaders to drive action globally and in key countries related to sustainable urban transitions.

WRI Overview

[World Resources Institute](#) (WRI) is an independent, nonprofit global research organization that turns big ideas into action at the nexus of environment, economic opportunity and human well-being. We are working to address seven critical challenges that the world must overcome this decade in order to secure a sustainable future for people and the planet: climate change, energy, food, forests, water, sustainable cities, and the ocean.

We are passionate. We value our diversity of interests, skills and backgrounds. We have a flexible work environment. And we share a common goal to catalyze change that will improve the lives of people. Our shared ideals are at the core of our approach. They include: integrity, innovation, urgency, independence and respect.

The foundation of our work is delivering high-quality research, data, maps and analysis to solve the world's greatest environment and international development [challenges](#), and improve people's lives. We work with leaders in government, business and civil society to drive ambitious action and create change on the ground. Equally important, we bring together partners to develop breakthrough ideas and scale-up solutions for far-reaching, enduring impact.

We have been growing rapidly: our staff has doubled in size over the past 5 years and our operating budget is now \$120 million. Founded in 1982, WRI has a global staff of 800+ people with work spanning 60 countries. We have offices in [Africa](#), [Brazil](#), [China](#), [Europe](#), [India](#), [Indonesia](#), [Mexico](#) and the [United States](#) as well as a growing presence in other countries and regions.

WRI is committed to advancing gender and social equity for human well-being in our mission and applies this principle to our organizational and programmatic practices.

The World Resources Institute (<http://www.wri.org>) is an environmental and development research and policy organization that creates solutions to protect the Earth and improve people's lives. As an Equal Opportunity Employer, it is WRI's policy to recruit, hire, and provide opportunities for advancement in all job classifications without regard to race, color, religion, sex, national origin, age, citizenship, marital status, sexual orientation, gender identity, parental status, protected veteran status, or disability. WRI's global agenda requires a staff that is diverse – with respect to race, gender, cultural, and international background. Diverse perspectives and experience enhance the way WRI selects and approaches issues, as well as the creativity and applicability of WRI's policy research and

analysis. WRI, therefore, encourages applications from U.S. minorities, persons from other countries (especially developing nations), and from women of all backgrounds.