

## Job Description – Research Lead and Project Manager, Science Diplomacy for Research Publishing Reform

<b>Job Title:</b>	Research Lead and Project Manager, Science Diplomacy for Research Publishing Reform
<b>Job Level:</b>	Project Manager / Programme Specialist
<b>Line manager:</b>	Project Director / Senior Technical Advisor
<b>Location:</b>	Remote
<b>Duration:</b>	Fixed Term, 12 months with potential to renew.
<b>Salary:</b>	£37,000-£50,000 (as a UK employee and depending on skills and experience; rates for postholders in other countries will need to fit within approved FCDO rates)

This role is contingent upon contract award by UK FCDO.

### Overall Purpose

The G20 in South Africa in 2025 is a unique opportunity to ensure that research is recognised as a global public good, by elevating the discourse on research publishing reform and ensuring it is recognised an important global challenge that underpins human progress. By advocating for effective policy change vehicles, championing equitable funding mechanisms, and driving policy harmonisation, the G20 can help to dismantle the barriers to research access created by the current publishing system. South Africa, long a champion of Open Access to research, is well placed to provide the leadership needed and a targeted science diplomacy effort could kick-start fresh action to reform our global systems for publishing research and sharing knowledge.

### Role Description

The postholder will lead on a programme of research and analysis to support these efforts, to understand: the potential of science diplomacy, existing research publishing initiatives in Africa, the impact of barriers to research access on development outcomes, and the political economy of open access for development research funders.

The postholder will produce a range of written outputs including working papers, policy briefs, and blogs will serve as the foundation for a programme of engagement with key decision makers in the run up to the South African G20 in 2025. They will report to the Project Director, with additional support from the Senior Technical Advisor (INASP Executive Director).

The postholder will also participate in policy engagement events such as summit side meetings, conference sessions and private roundtables. They will support collaborations with partner organisations and individual consultants. They will be responsible for day-to-day project and financial management and reporting.

### Key Responsibilities

#### Programme management & delivery

- Lead design of research, collection and analysis of data and evidence, and production of research outputs.
- Plan and develop policy engagement events.
- Manage the day-to-day aspects of the project.

- Monitor the project budget, in conjunction with the Project Director, and hold responsibility for project reporting.
- Represent INASP and the project with funders and external stakeholders.
- Participate in briefings of senior officials.
- Keep up to date with the latest issues in both research publishing and science diplomacy.

### **Business development & fundraising**

- Actively look for new opportunities for the development of the project, including supporting opportunities for collaboration and expansion.
- Contribute to the development of concept notes, proposals and budgets to further develop the project.
- Convene and support the organisation of events to engage stakeholders, including partners and funders.

### **Staff management & leadership**

- Manage the project work of staff, associates and consultants, addressing issues appropriately as they arise.
- Act as principal contact for one or more associates and consultants, managing relationships and performance to ensure timely, high-quality and good value delivery.
- Line manage Programme Coordinators or Programme Assistants as required, actively manage staff performance, development and collegiality.
- Ensure you and the staff that you manage understand roles, responsibilities and line of accountability and are supported to work within a matrix management model.

### **General**

- Work closely with INASP staff and other partners to ensure learning is captured and shared internally and externally
- Build INASP's and your individual profile by contributing to think pieces, participating in public events, and through other means of external communications
- Ensure INASP's values (in it together; making change last; every voice counts; doing things right) are reflected in all work
- Respect INASP's commitment to promoting equality and diversity and address the needs of both men and women across all our work
- Any other responsibilities as may reasonably be required from time to time

This post may require travel of up to 30 days per year.

NOTE: The above is a guide to the work you may be required to undertake but does not form part of your contract and may change from time to time to reflect changing circumstances.