

TERMS OF REFERENCE

Research Communications Specialist (English and French) – GlobalDev Blog

LOCATION: Clermont-Ferrand, France

POSITION TYPE: Full-time

About GDN

The [Global Development Network \(GDN\)](#) is a public international organisation that supports high quality, policy-oriented, social science research in Low- and Middle-Income Countries, to promote better lives. We help connect researchers and research institutions to financial resources, global networking, research management support, access to information, training, peer review and mentoring. Founded in 1999, GDN is currently headquartered in New Delhi, with an office in Clermont-Ferrand, France.

Position Summary

GDN is looking for a dynamic, creative and self-driven professional with experience in training development, business development and partnership management focusing on research communications capacity strengthening, to take the lead of the new training arm of the blogging platform on research for development, [GlobalDev](#).

The position is based in GDN's Clermont-Ferrand office, in France, and is open to EU nationals or individuals who are eligible to obtain a work visa for France (with GDN's sponsorship). **Candidates must be professionally fluent in both English and French.**

In this unique role, the Research Communications Specialist will lead the development of GlobalDev's first comprehensive training portfolio, aimed at social scientists in Low- and Middle-Income Countries. They will work collaboratively with GDN programme leads, external funders, and partners to implement this initiative. The role involves close, daily engagement with the GlobalDev team, including the

Blog Manager and Associate Editor, as well as GDN's Director of the Research and Programmes. Key responsibilities include:

1. Leading the development of GlobalDev as a platform for research capacity in research communications, with a focus on development research.
2. Developing training curricula, standards for quality, and training formats to match the vision of GlobalDev as a platform for Southern researchers, in both free and paying formats.
3. Managing partnerships and contracts related to the implementation of
4. Developing a team of experts, internal and external to GDN, to implement trainings.

Background

The year 2025 marks GlobalDev's 7th anniversary. Following a complete website revamp in 2023, which introduced a new visual identity, GlobalDev expanded its editorial team to manage all aspects of the editorial process across its three publication languages: English, French, and Spanish.

In 2024, we launched communication training initiatives as part of GDN and its partners' events and conferences. These efforts have a dual focus: equipping researchers with communication skills and fostering a community of practice among Southern researchers who seek to enhance the visibility of development research from the Global South in global policy debates. In 2024, GlobalDev has reached over 5,000 readers and 10,000 page views per month, spanning more than 200 countries, with the majority of engagement coming from the Global South.

The uniqueness of the blog remains its hands-on editorial process that accompanies authors in discussing policy challenges (instead of research publications). A nuanced and pro-active engagement on communications capacity of researchers has been central to the GlobalDev platform, and we are now ready to expand our offer of trainings and network building to meet a growing demand from researchers themselves, partners and donors.

Key Responsibilities

1. Training Development and Implementation

- Design and implement a holistic training portfolio for GlobalDev, targeting social scientists in Low- and Middle-Income Countries (LMICs).
- Develop high-quality training curricula, materials, and formats to strengthen research communication skills.
- Ensure alignment of training programmes with GlobalDev's vision, GDN's mission, and the needs of Southern researchers.
- Oversee the delivery of training sessions, workshops, and online courses, collaborating with internal and external experts.
- Implement some of the training modules directly, if applicable.

2. Research Communication Strategy and Capacity Building

- Position GlobalDev as a key platform for research communication capacity-building, with a focus on development research.
- Foster a community of practice among Southern researchers to enhance their visibility and engagement in global development debates, leveraging GDN programmes, alumni and GlobalDev's own alumni.
- Animate debates and data collection on research communication needs, in coordination with GDN's Doing Research global initiative.

3. Partnership and Business Development

- Identify and engage potential funders, partners, and stakeholders to support and expand GlobalDev's training initiatives.
- Manage partnerships and contractual agreements related to training implementation.
- Collaborate with GDN programme leads and external organisations to integrate research communication training into broader capacity-strengthening efforts.

4. Expert Network Management

- Build and manage a network of internal and external experts to design and deliver research communication training.
- Supervise and coordinate trainers, facilitators, and contributors involved in training programmes.

5. Programme Monitoring and Impact Assessment

- Develop key performance indicators (KPIs) to measure the effectiveness and impact of training programmes.
- Regularly assess and refine training content based on participant feedback and evolving needs.

- Report on programme outcomes to internal stakeholders, funders, and partners.

6. Collaboration on Major Events with the GDN Communications Unit

- Work closely with GDN's Communications team to integrate research communication training into major events, conferences, and strategic initiatives.
- Support the design and delivery of communication-focused sessions, ensuring alignment with GDN's broader outreach and visibility goals.
- Contribute to promotional efforts of GDN by developing content, materials, and messaging that highlight the impact of GlobalDev's training programmes.

This is a full-time role and might require international travel up to 25% of your time.

Duration of Assignment

The initial appointment is for an initial period of 12 months, renewable, conditional to a four-month probation period. The renewal is conditional on the availability of adequate financial resources and on the successful expansion of the initiative.

Eligibility and Desired Profile

Experience and Education

- Master's degree in a relevant discipline (relevance to be discussed in the motivation letter). A PhD or first-hand experience of doctoral training programmes is an asset.
- At least five years of demonstrable project management experience.
- At least four years of experience working with trainings and research communications specifically.
- At least three years of experience working in a multilingual environment, including travel and event organisation internationally, and experience working with international partners, including donors.
- Fluency (written and spoken) in English and French.
- Previous experience and a strong interest in editorial and publication work is a strong asset.



- Previous experience in international development and development research is an asset.
- Experience building and managing budgets, business plans and databases is an asset.

Soft Skills

- **Communication skills:** Clear and effective communication will be key to managing internal and external interactions.
- **Collaboration and teamwork:** The manager needs to coordinate between a group of part-time profiles, some of which are under time pressure, across several time zones.
- **Adaptability and flexibility:** GDN has a small and flexible team, and a largely horizontal work environment.
- **Leadership and initiative:** The person will have the freedom, and will be expected to, put forward creative ideas, take initiative and be a self-starter.
- **Cultural sensitivity:** With core staff spread across 10 countries GDN is an inherently multicultural and multilingual organisation. You will require empathy and a genuine interest in how others approach specific tasks and responsibility (differently than you).
- **Problem-solving skills:** You will need to think critically, find solutions and identify opportunities in your interactions with colleagues, donors, partners and external collaborators.
- **Time management and organisational skills:** Managing the training calendar and inputs from a range of different professionals will require time management and capacity to keep track of one's own tasks, and often that of others.
- **Attention to detail:** Attention to detail is key to guarantee high standards of quality for all outputs and external communications.

How to Apply

Interested candidates should send the following documents (see below) in PDF format, as attachments to an email titled "Research Communications Specialist – GlobalDev – [YOUR NAME]", to jobs@gdn.int by March 16, 2025, midnight Central European Time. The documents are:

- Up-to-date Curriculum Vitae (no more than two pages)

- Motivation letter (no more than one page) that provides concrete and demonstrable examples of how your experience and capacity match the requirement for the position. Please do not repeat your CV – we will read both in detail.
- A short essay on the question: *“What kind of research training can change North-South imbalances in international development debates?”*
- Details of last salary and salary expectations for the position, along with a clear indication of the earliest start date. NB: GDN offers competitive salaries for the location in Clermont-Ferrand, France, and additional benefits for employees relocating internationally. The successful candidate will be employed under French labour law. Applicants are advised to read up on standard conditions applying to French law employment contracts. This is a mid-career position with potential for rapid growth based on successful performance.

For any queries related to the application procedure or the job posting, please write to jobs@gdn.int.

GDN is an equal opportunity employer, committed to diversity in its staff. Female candidates from developing countries are particularly encouraged to apply. We thank all applicants for their interest; however, only those selected for an interview will be contacted.

