

ABOUT THE YALE RESEARCH INITIATIVE ON INNOVATION AND SCALE (Y-RISE)

Given the extent of poverty throughout the world, effectively addressing it will require large-scale changes to markets and policies. Governments and NGOs are rising to this challenge, taking evidence-based policies to ambitious new scales. However, a gap exists between that ambition and the existing evidence; increasing the scale of an antipoverty intervention can change how it works, and only recently have social scientists begun to grapple with the complexities of scaling up interventions and applying them in new contexts.

With this newly-created initiative at Yale University, our goal is to develop the science behind scaling up effective interventions, define that emerging research agenda, and scale-up a few promising interventions in the process. To that end, Y-RISE will build research networks, host academic network meetings and conferences, connect researchers to implementing partners, and make seed grants to develop new research. Y-RISE research will have direct policy implications, advancing efforts to bring the most good to the most people, so we publicize and advocate the policy lessons from our research.

ABOUT THE JOB

Title: Program and Communications Manager

Organization: Yale Research Initiative On Innovation and Scale (Y-RISE) – Yale University

Country: United States

Education: Bachelor's

Language Requirement: English

Length of Commitment: two years or more

Start Date: July 1, 2018, or when position is filled.

Job Location: Yale University campus in New Haven, Connecticut

Job Summary

Reporting to the Y-RISE Director and Faculty Director (Mushfiq Mobarak, Professor of Economics, Yale University), the Program & Communications Manager (PCM) will be responsible for reaching Y-RISE's global academic, policy, and philanthropic audiences. In service of Y-RISE's mission to advance research on scale, the PCM will propose strategies to communicate and build relationships with policymakers, implementers, donors, and researchers. The PCM will also produce content promoting Y-RISE activities and accomplishments through a variety of channels, including direct communication with stakeholders, the Y-RISE website, and new and traditional media.

Additionally, the PCM will develop and implement the infrastructure supporting Y-RISE activities, which include events, grant making, and the hiring of research and support staff, with the goal of smooth, efficient administration. Joining at these formative stages presents the opportunity to drive research and policy innovation through Y-RISE.

Responsibilities

- Develop and execute public relations strategies in service of 3 goals: guiding and promoting research on scale, influencing the adoption and design of policy, and securing continued philanthropic support for Y-RISE. Manage and maintain Y-RISE website and social media presence.
- Identify and develop partnerships with and between researchers, policymakers, and other implementing organizations.
- In collaboration with the Director, develop the metrics to identify and measure the success of the program. Report on the success of the program to stakeholders.
- Assist in identifying and evaluating potential future funding sources, and contribute to the submission of grants and contracts supporting the program, including the annual submission and writing of all content areas and budgetary sections of grant applications.
- Develop the administrative infrastructure of the program, including systems to gather, track, and report information in support of program initiatives.
- Support reporting, fundraising, and relationships with existing donors; serve as the primary liaison with grant recipients; work closely with finance staff to ensure proper grant management. Manage organization and logistics for Y-RISE events (an anticipated 5 conferences per year).
- Support the Director in executing Y-RISE's mission of advancing research on scale.

Skills and abilities

- The ability to think strategically while maintaining a thorough grasp on details.
- Demonstrated excellent verbal communication, presentation, and writing skills; the ability to communicate clearly and persuasively to multiple audiences.
- Ability to translate technical social science research for a general audience.
- Ability to work independently and as part of a team.
- Demonstrated ability to manage multiple projects efficiently.
- Highly tech savvy.

Qualifications and experience

- Bachelor's or master's degree. Coursework in Economics, International Development, or related field.
- At least 3 years of work experience in a media relations, public affairs, communications, marketing or related fields, preferably in a research or policy organization.
- Professional experience with web-based communication, including website design, development and maintenance and social media strategy.
- Project and grant management experience, including grant reporting and budget management.

To apply to this position please click [here](#). Please submit a CV, a cover letter that succinctly describes experience and qualifications relevant to this job description, and one or more writing samples.