

## *Request for applicants for IAI Science, Technology and Policy (STeP) Fellows to be hosted by the IAI Directorate*

### **CONTEXT**

The Inter-American Institute for Global Change Research (IAI), an intergovernmental organization with 19 Parties in the Americas, promotes transdisciplinary research and the enhancement of capacities to improve public awareness and provide information to governments and other stakeholders for the development of public policy relevant to global environmental change (GEC), based on scientific excellence, international and intersectoral cooperation, and the open exchange of knowledge.

In 2019, the IAI launched the Science, Technology and Policy (STeP) Fellowship Program, an innovative and strategic international program placing scientists in public or private host institutions to inform and advise decision-making on global environmental change and sustainable development issues of national priority. Through the STeP program, IAI provides professional development training and international networking opportunities for LAC policy makers and scientists to value and incorporate science as part of the decision-making process and to become leaders and active agents of systemic change in their countries. The program is modeled after the successful AAAS Science & Technology Policy Fellowships (STPF) program, for the Americas, and it has created an Inter-American networking platform for Fellows, host institutions and countries, international partners, such as AAAS and Canada's Mitacs, and STeP alumni to exchange lessons learned and to share experiences and best practices in science-policy interface. Training for participating fellows focuses on developing skills in science diplomacy, communication and leadership. More information on the STeP Fellowship Program can be found here: <http://www.iai.int/en/step>

The IAI Directorate hosts STeP Fellows to support the scope of work in the transdisciplinary capacity-building program and the IAI science agenda. A detailed description of one available position is listed below. Fellows will also participate in a 1-2 year virtual professional development training program with other fellows across the Americas.

### **GENERAL SKILLS & ELEGIBILITY**

- Collaborative team member
- Excellent oral and written communication skills
- Education and experience related to global environmental change
- Interest/ability to work with groups of researchers from diverse disciplines related to GEC and policy practitioners

- Fluency in English or Spanish required and a working proficiency in an additional language (English, Spanish, Portuguese) desired.
- Knowledge of, and interest in, the science-policy interface, processes and the uptake of scientific knowledge to support evidenced based decision-making in the Americas.
- Early career researcher (currently in final year of PhD candidacy or within 10 years of completing a PhD degree or equivalent such as DrPh, EdD, DVM, MD, JD). Early career individuals with graduate degrees (masters degree equivalent) and ~5 years of relevant professional experience will also be considered.
- Priority will be given to citizens and residents from IAI member states and considered on a case by case basis (<https://www.iai.int/index.php/en/structure/focal-points#>)
- Ability to work remotely with a flexible schedule to accommodate working hours in Uruguay (the main IAI office), and availability to travel internationally when necessary

The IAI is recruiting applicants to fill two (2) fellowship positions. More information is provided below for the position:

1. **Coordinating transdisciplinary (TD) research funding on global environmental change (GEC) in the Americas at the IAI Directorate.**

## INVITATION

The IAI Directorate invites eligible individuals to apply for the available full-time (40 hs/week) fellowship positions. Two (2) individuals will be selected following the same position description included in this document.

Applicants must provide the following:

- A cover letter (up to 2 pages) indicating the fellowship position they are applying for and why the candidate is qualified to perform the tasks (description of professional experience, personal skills and expertise to address the stated objectives).
- The cover letter should include why the individual is interested in working on science diplomacy, communication, transdisciplinary science, and science-policy leadership and how they will utilize STeP's professional development program and networking to enhance their career path. Finally, they should include a description of how they will engage with, and enhance, the network of STeP fellows working at the science-policy interface in LAC.
- Curriculum Vitae (CV) with 3 professional references

Individuals from underrepresented groups are encouraged to apply.

Please see IAI's Gender Policy:

<https://www.iai.int/administrador/assets/images/ckfinder/files/Gender%20Policy%20on%20IAI%20Projects%20and%20Activities.pdf>

## **FUNDING AND DURATION**

The maximum annual value of the fellowship is USD \$24,000, The intended start date is March 2024 and the period of implementation of the contract is twelve (12) months, renewable for up to one (1) additional year.

## **DEADLINE FOR SUBMITTING APPLICATIONS**

Applications must be delivered in English or Spanish by email to the address below by 29 February 2024:

Ms. Soledad Noya; email: [opportunities@dir.iai.int](mailto:opportunities@dir.iai.int)

**FELLOWSHIP POSITION: Coordinating transdisciplinary (TD) research funding on global environmental change (GEC) in the Americas at the IAI Directorate**

**SCOPE OF WORK:**

The work plan for two fellows will focus on the effective alignment of the IAI's Science Program with current and future Belmont Forum Collaborative Research Actions (CRAs). The fellows will be supervised and supported by the IAI's Science Director and may represent the organization before the Belmont forum secretariat. The fellows would focus on the IAI's involvement in different stages of Belmont CRAs, spanning the entire grant cycle from the proposal/creation of novel funding calls that are of priority to IAI member states, scoping workshops to identify regional priorities with diverse stakeholders, coordination of global funding partners to draft new calls for funding, capacity building efforts to increase the participation of teams from the Latin America and Caribbean region, coordination of transdisciplinary grant review panels, and management of funded projects. The fellows will support IAI's involvement in the following funding calls:

1. Integrated Approaches to Human Migration/Mobility CRA
2. Climate, environment and health seed grants
3. Climate, environment and health CEH2 CRA
4. Tropical Forests seed grants
5. Tropical Forests CRA
6. Vulnerability and Resilience Management CRA
7. Oceans 2 CRA

In addition, the fellows will help to support the day-to-day activities of the IAI Science Director, including engaging with, supporting, and monitoring projects at different points within their lifecycles; and supporting/contributing to IAI science communication and social media activities.

**ACTIVITIES:**

Support the IAI's engagement activities including:

- Participation in Belmont Forum member, and secretariat meetings, including reporting on IAI's activities.
- Facilitation/coordination of virtual meetings with diverse actors related to CRAs (Migration and mobility, CEH2, Tropical Forest, Oceans 2).
- Synthesizing the outcomes of scoping workshops with diverse stakeholders to inform the CRA call text.
- Facilitation and implementation of Tropical Forests and CEH seed grants (grant agreement, financial management, and technical reports).
- Engagement and outreach with relevant stakeholders and party representatives.
- Support relevant science communications efforts.

- Coordination of regional training workshops and seed grants.
- Support the IAI's Science Director in reporting on the activities of the Science Office to the COP and Executive Committee.
- Support the IAI's Science Director in the Committee on Oceans Islands and Coastal Regions and other committees as needed.
- Support with managing the science e-mail account

#### SPECIFIC SKILLS REQUIRED (IN ADDITION TO GENERAL SKILLS)

- Background in transdisciplinary approaches to science, geography, social sciences, social-ecological systems science, or equivalent.
- Specific expertise in global environmental change, tropical forests and/or oceans (desirable).
- Experience facilitating group meetings (virtual and/or in-person) with individuals with diverse knowledge/perspectives, including researchers, policy practitioners, and civil society.
- Experience with developing and planning of science workshops or trainings (virtual and/or in-person).
- Experience in administrative matters related to science grants.
- Experience with monitoring and evaluation of programs (desirable).
- Experience in outreach and science communication for broad audiences (desirable).