

Knowledge Management and Learning Advisor

About the position

The Red Cross Red Crescent Climate Centre is seeking a Knowledge Management and Learning Advisor to take charge of the development and implementation of a comprehensive learning agenda for Partners for Resilience Programme (PFR) and other Climate Centre programming. In collaboration with our program M&E Officer, the Advisor will engage project partners in routinely collecting, analyzing and applying lessons emerging from program implementation. She/he will also assist with developing and managing an external-facing communications plan that ensures critical project stakeholders in the ten PFR project countries and internationally are up-to-date on program progress, results and lessons learned.

The position is for a one-year contract, 80-100% full-time employment, with possibility of extension.

Key Responsibilities

- Refine and facilitate a comprehensive and interactive PFR Learning and Knowledge management strategy and work plan, which will promote the learning and uptake of cutting-edge research and materials by and for country teams, project partners and target audiences. This includes maximizing opportunities to link and promote strategic collaborations between relevant partners, experts and resource persons, especially including the ten PFR country teams.
- Ensure that lessons learned and best practices are documented in innovative formats and used to inform decisions on an ongoing basis; ensure that programmatic evidence-based knowledge and evaluations are gathered, extracted, managed and disseminated on an on-going basis.
- Collaborate and support other Climate Centre programme's related to knowledge management and learning including [BRACED](#)
- Provide support to key partners in the PFR Country teams, including to National Societies and the IFRC Secretariat to contribute to the development of strategies and approaches that enhance their capacity to engage in knowledge management and learning at national and international levels.
- Support capacity development of staff in collaboration with PFR Global Capacity Strengthening Officers, consultants and key partners and collaborators to become "knowledge professionals" through the identification of learning opportunities to ensure a pipeline of professional expertise and advice on all aspects of knowledge management, as required.
- Contribute to production of key program reports and publications drawing on innovative use of technology for maximum consumption
- Promote program learning across program units and externally
- Participate in planning and strategy meetings to embed a strategic KM&L focus in Climate Centre related activities.
- Any other duties as will be allocated by the PFR Fileholder/Project Manager from time to time

Important Note: The major area of responsibility will be leading knowledge management and learning work for Partners for Resilience programme, and inputting to the BRACED programme,

identifying synergies and overlaps between these to initiatives so they can embark on each others work. Other areas of responsibility will vary according to project priorities.

Qualifications

We are looking for a candidate who is creative, results-oriented, and works well with little guidance. Qualifications:

- Relevant experience in the field, preferably at least 7-10 years previous experience working in progressively senior roles in learning, knowledge management or communications
- A track record of taking initiative
- Excellent planning/organizational skills, including the ability to prioritize and manage simultaneous critical tasks
- Excellent facilitation skills to collect, use, support partners to contribute to the Knowledge Management and learning strategies.
- Demonstrated success in collaborative projects
- Experience/familiarity with the humanitarian sector and/or international development; experience working in developing countries is a plus
- Experience evaluating training and capacity building interventions, and/or experience in evaluation in the climate-smart resilience.
- Ability to process and present information in creative ways to generate appropriate formats for different audiences
- Excellent written/spoken English. Additional UN languages are an added advantage.
- Ability to meet deadlines under pressure, build consensus and work successfully with diverse stakeholders.

Special Conditions

Ability to travel frequently and internationally (up to 40%) is a requirement.

Compensation will be competitive, in line with prior skills and experience and the salary scales of the country in which the applicant is based. The Climate Centre is a virtual team and this will be a virtually based position with the option of the Candidate being home-based. Candidates do not need to reside in the Netherlands to be eligible to apply.

How to apply

Please send a cover letter and CV by September 23, 2016 to application@climatecentre.org, stating the name of the position clearly in the subject line.