

Job Description:	Senior Specialist – Policy Engagement & Advocacy	Responsible to:	Chief of Programmes
Duration:	One Year	Job Function & Location:	Programmes, Delhi
Purpose:	This role requires a deep understanding of population, health, family planning and gender policies and programmes, strong analytical skills, and the ability to effectively engage with key stakeholders—including government officials, donors, and partner organizations.		
RESPONSIBILITIES			
Implementing the strategic engagement plan: <ul style="list-style-type: none">Support in cultivating linkages and engagement with key stakeholders (KSH), including policy makers, government representatives for advancing issues related to gender, family planning (FP), sexual and reproductive health and broader population issues.Track and document policy developments at national and state levels on issues detailed above.Provide timely updates & strategic recommendations to senior management, ensuring that PFI remains proactive in its policy engagement efforts.Represent PFI at national and regional policy forums, conferences, and stakeholder meetings.Maintain contact database of stakeholders for strategic engagement in collaboration with various teams. Policy Analysis & Research: <ul style="list-style-type: none">In partnership with the KM team, conduct in-depth analysis of policy documents, emerging trends, and legislative changes related to population, reproductive health, and sustainable development.In partnership with the KM and Comms teams, synthesize complex data and research into actionable insights for both internal teams and external partners. Media engagement & events: <ul style="list-style-type: none">Work closely with the communications team to craft compelling narratives for policy impact.Identify issues for media engagement, including social media in line with the program objectives. Support the Communications team with content in developing media pieces/ SM content to be placed with publication houses/ SM handles		Project Management: <ul style="list-style-type: none">Support the development of annual work plan/ operational plans (DIP) and budgets as per donor commitments.Ensure timely deliverables of the project outcomes and DIP implementation in coordination with the cross-functional teams.Ensure timely development of annual reports and other periodical updates.Coordinate with Admin team on issuing Requests for Proposals and vendor contracts/ agreements and tracking their delivery. KEY PERFORMANCE INDICATORS <ul style="list-style-type: none">Successful implementation of engagement strategySupport in managing relationships with partner organizationsDeveloping content and supporting relevant media activitiesSmooth coordination with cross-functional teams (Comms, Knowledge Management, Finance, Admin, Business Development) COMPETENCIES <ul style="list-style-type: none">Team player: Works closely within the team as well as with cross-functional teams.Communication Skills: Excellent written and verbal skills to networkWillingness to Learn: Continuously works towards improving professional competence by acquiring new skillsDelivering Results: Is goal-oriented and takes initiative in identifying alternate methods to ensure high-quality results.Adaptability and Initiative: Quickly adapts to organizational demands & is open to new challenges	
		Educational Qualification & Work Experience: <ul style="list-style-type: none">A Master’s degree or higher in Public Policy, Social Sciences, Public Health, Economics, or a related field from a recognized university.More than 10 years of progressive experience in policy research, and policy engagement with stakeholders including policy makers, government representatives, and media at national and sub national levelPrior experience working with government agencies, international donors, or civil society organizations.Proven expertise in drafting policy briefs and documents with excellent writing skills.Familiarity with both quantitative and qualitative research methodologies.Commitment to advancing social justice, reproductive rights & sustainable development.Proven stakeholder management and networking capabilities.Ability to work both independently and collaboratively within a multidisciplinary team.Well versed with issues, policies and programmes, especially family planning, women’s health, sexual and reproductive health and rights, gender and other related issues.	
		HOW TO APPLY <p>Please send your updated CV with a covering letter describing your suitability for the position to hrpfi@populationfoundation.in latest by 31st March 2025.</p> <p>Please include following in the covering letter:</p> <ul style="list-style-type: none">Current CTC:Expected CTC:Notice/ Availability to join <p>Please mention the position ‘Senior Specialist- Policy Engagement & Advocacy’ in the subject line of your email. Only shortlisted candidates will be contacted.</p>	

ABOUT PFI

The Population Foundation of India (PFI) is a national non-government organization at the forefront of policy advocacy and research on population, health and development issues in the country. PFI leads advocacy efforts and works as a think-tank dedicated to promoting and advocating effective formulation and implementation of gender sensitive population, health and development policies, strategies, and programs in the country. Policy advocacy, social and behavior change communication, community action and knowledge management are some of the key strategies that PFI works on to achieve the organization's goals.

Over the years, PFI has played a catalytic role to address issues relating to gender equality, women empowerment and other social determinants. PFI is committed to serving the economically weak and marginalized sections of society in the high priority districts (HPDs) with poor socio-health-demographic indicators.

OUR STRATEGY

Reproductive health and family planning can positively influence and advance the newly laid out Sustainable Development Goals by addressing multiple targets and ushering in an era of development. Access to voluntary family planning has the potential to save lives and help break the cycle of poverty, stabilize population growth and ease the pressure on the environment. It is the most cost-effective development investment.

We believe that health, education and wellbeing of the population is crucial for sustaining just, equitable economic growth and development. For that to happen, change has to happen at three levels – individual, social and systemic or policy levels, ensuring that the country offers a conducive and enabling policy environment for girls and women to claim their rights, agencies of youth to be involved in demanding and supporting efficient and accountable governance and informed policy makers to inspire a vibrant future. PFI will act as a catalyst, a facilitator to offer compelling evidence based scholarship, thought leadership and convention inform, inspire and initiate actions that will contribute to and strengthen our national plans and priorities. We will realize our mission by building leadership and public accountability, influencing social norms, reframing public discourse and collaborating with national and global initiatives in population studies and family planning. We believe that our mission will significantly contribute to India's commitment to achieving Sustainable Development Goals and FP2020 targets.

OUR VALUES

MUTUAL RESPECT	EQUITY AND JUSTICE
INTEGRITY	WOMEN'S RIGHTS
COURAGE OF CONVICTION	INDEPENDENCE
CORE VALUES	HUMILITY

OUR MISSION

To advance gender-sensitive, rights-based population and family planning policies and actions for a just, equitable and prosperous society.

STRATEGIC OBJECTIVE 1

To advance family planning and reproductive health as drivers of individual rights

- Girls and women are able to take informed choices for exercising their bodily rights without fear or inhibition
- Young people and women are able to access to high quality and affordable family planning services and reproductive health care

STRATEGIC OBJECTIVE 2

To position family planning and population measures as critical drivers of sustainable growth and development in India

- Family Planning and women's rights are national priorities that help realize higher growth and sustainable development.
- Strong rights based policies, adequate budgets and efficient public institutions help build and sustain quality of life and wellbeing.

STRATEGIC OBJECTIVE 3

To ensure family planning and reproductive health becomes drivers of youth leadership for social transformation at scale

- Gender sensitive family planning and reproductive health rights and services form the fulcrum of all social development plans and actions
- Young people, particularly among women, are leading grassroots transformation towards a just and equitable social system

OUR APPROACH

ADVOCACY:

Global thought leadership, high quality evidence-based narratives to inform and inspire law makers for comprehensive family planning and reproductive health policies; shaping family planning discourses within sustainable

BEHAVIOR CHANGE:

Utilize power of technology and new-age media platforms targeted intervention on reproductive health education and gender sensitive behavior, attitudes and practices of the society, particularly young people

ACCOUNTABILITY:

Promote agency of youth, particularly girls and women, within community led participatory governance initiatives to enhance efficiency and accountability of public systems and delivery services