

JOB DESCRIPTION: COMMUNICATIONS SPECIALIST (PART-TIME)

Policy Cures Research

Policy Cures Research is an internationally respected non-profit research and policy institute that provides data and strategic analysis on innovation for global health to high-profile organisations around the world.

Policy Cures Research's flagship project, G-FINDER, provides an annual picture of the global investments made in research and development for neglected infectious diseases, sexual and reproductive health, and emerging infectious diseases. In addition to G-FINDER, global health policy and advocacy organisations engage Policy Cures Research to undertake targeted, in-depth research and analysis on a wide range of neglected disease R&D facets, from historical sector trends to future-looking pipeline cost modelling and funding/resource mobilisation strategies.

Multilateral government agencies rely on our findings to hold governments to account, and governments and philanthropic organisations use our work to help inform their investment strategies. We are experts in conducting surveys and handling data, and are highly regarded for our rigour and discipline.

We pride ourselves on providing high quality, independent analysis and reliable project delivery, as well as maintaining strong, open relationships with our stakeholders. We require our staff to have high levels of intellectual excellence and incisive analytical skills, paired with excellent written communication skills and the ability to deal professionally with clients and stakeholders around the world.

The Communications Specialist (Part-Time) Role and Profile

Housed within the Research, Analysis and Communications Team, the Communications Specialist will be charged with designing and delivering a robust external communications approach that aligns with Policy Cures Research's strategic vision of being a clearly identifiable and visible global health research and policy body, recognised for providing data and analysis that directly influences policy and meaningfully supports R&D actors working across the technology/product/innovation lifecycle. The Communications Specialist is envisaged as a part-time role (50-60% FTE) and will report to the Director of Research.

Key Responsibilities

- Work closely with project leads to build robust, targeted launch and dissemination plans for our research products, evidence and analyses.
- Manage virtual and in-person launch events.
- Work closely with PCR leadership to design and execute campaigns that help to raise the profile and awareness of PCR in the global health sector and improve the uptake of PCR-led research.
- Develop and manage a robust editorial and external engagement calendar that identifies key moments, world health days, conferences, events, etc. and aligns our external communications with these to maximise reach and impact.
- Support the ongoing development and refinement of PCR's communications strategy, ensuring it aligns with the five-year organisational strategy.
- Develop solutions for regularly communicating the organisation's current and upcoming activities to both key stakeholders and our broader network.

- Lead regular audience identification and feedback processes to ensure our communications are reaching our target audiences with the information they want and need.
- Support the executive team and staff with talking points and briefing materials for targeted external engagements.
- Identify high profile speaking and writing opportunities (e.g. op-eds) where PCR leadership can present key projects and findings and elevate our profile.
- Develop and operationalise communications metrics to measure PCR's communications performance over time.
- Grow and maintain PCR's media presence (both social and traditional).
- Manage PCR's media inbox, fielding inquiries and requests from journalists.
- Draft and distribute press releases on priority projects and newsworthy contributions.
- Manage website content for www.policycuresresearch.org. Support any efforts for reorganising site architecture, crafting and editing copy, and making all updates directly.

Position Requirements

- A minimum of 5 years of experience supporting external communications initiatives for global health organisations and campaigns.
- Proven experience pitching to and managing relationships with journalists, securing high profile and influential media placements.
- Familiarity with leading global health and medical science publications a plus.
- Proven experience with performance-based marketing techniques and developing monitoring and evaluation plans for organisational communications activities.
- Experience managing website content and familiarity with content management platforms such as WordPress.
- Possess confident leadership in communications to both 'hit-the-ground-running' and provide guidance to steer the organisation's external facing activities.
- Be skilled at communicating complex ideas simply, to a wide variety of audiences.
- Excellent written and verbal communications skills.
- Excellent written and spoken English required.

Location of Work

Policy Cures Research **will consider both Australia and Europe-based candidates** for this role. Note: core operating hours will be based on Sydney working hours and candidates not in Australia will be expected to work flexible hours to overlap with Australia-based colleagues as much as possible. Policy Cures Research's office is based in Sydney, Australia at Paramount House, 55 Brisbane St, Surry Hills 2010, Sydney.

How to Apply

Please send your CV with a brief cover letter to info@policycuresresearch.org. **Closing date for applications will be 31 January 2021.**

Annex I: PCR Values and behaviours

- Demonstrate an ability to work well with, effectively communicate, and build positive working relationships with all team members.

- Have a strong independent work ethic, able to work effectively alone as well as alongside a diverse team of scientists, doctors and global health specialists
- As a member of a small team, show a willingness to jump in as required at all levels and pick up any task allocated to you, regardless of its nature.
- Earn trust of colleagues and demonstrate a willingness to acknowledge shortcomings/knowledge gaps.
- Self-identify necessary areas of learning and growth.
- Demonstrate a passion for global health and biomedical R&D.
- Be innovative and nimble.