

Vacancy: Manager/ Senior Manager (Communications)

On-site (New Delhi) | Full-Time

Sustainable Futures Collaborative

The [Sustainable Futures Collaborative](https://www.sustainablefutures.org/) (SFC) is an independent and non-profit research organisation that:

- **Analyses** issues at the frontier of addressing climate change, managing the energy transition, and limiting environmental threats in India and globally;
- **Informs** policymakers, stakeholders and the public about key policy and governance levers, and their implications; and
- **Accelerates** the transition to an environmentally and socially sustainable future by enabling strategic action for systemic change.

Work Description

The Manager / Senior Manager (Communications) at SFC will play a central role in shaping how our research is communicated and in building SFC's public presence. Working closely with researchers and the communications team, the Manager will provide editorial direction, craft compelling messages, develop flagship communications products, and design strategies to engage and inform key stakeholders.

This role offers the opportunity to influence how climate, environment, and development issues are understood and acted upon in India and globally. The candidate will not only communicate research but also help shape the tone of public and policy debates on some of the most pressing challenges of our time. As a growing organisation, SFC provides space for initiative, creativity, and the autonomy to pilot new formats, strengthen our brand, and shape our evolving public voice.

Key Responsibilities

- **Content creation and editing:** Write and edit high-quality content across SFC's channels, ensuring consistency in voice, clarity, and accessibility.
- **Editorial guidance:** Provide strategic editorial oversight for research publications – establish guidelines, review processes, and timelines to ensure timely, policy-relevant, and rigorous outputs. Support researchers in translating technical outputs into accessible, audience-ready formats (e.g., blogs, opinion pieces), and offer guidance on writing for a broad audience.
- **Audience engagement:** Develop strategies and systems for regular engagement with policymakers, donors, academics, media, and other stakeholders.
- **Media engagement:** Build and manage relationships with journalists; support the placement of articles, op-eds, and research features in print and online media.
- **Donor communications:** Support donor outreach by preparing progress updates, thematic briefs, and engaging communication materials. Support SFC with reaching prospective donors through various outreach methods.
- **Events:** Conceptualise and execute SFC's flagship and thematic events to build visibility and shape conversations.

Qualifications, Abilities, and Work Experience

- Manager: 4–7 years of experience; Senior Manager: 7–10 years of experience in communications within research-oriented organisations.
- Strong writing and editing skills, with experience producing and curating high-quality content for diverse audiences (policymakers, media, donors, academic communities) and in multiple formats.
- Demonstrated ability to engage with media and place stories and op-eds.
- Experience managing editorial processes for publications (from idea to delivery).
- Experience conceptualising and executing events for visibility and engagement.
- Experience collaborating with designers and an understanding of design principles for research communication and impact is desirable.
- Bachelor's degree in a relevant field such as journalism, communications, environmental studies, public policy, or a related discipline.
- Awareness of and interest in climate and environment policy, energy transitions, and related areas is highly desirable.

Remuneration

Salary commensurate to experience and designation, in line with development sector standards.

Application instructions

Please send in your application to recruitment@sustainablefutures.org, with the subject line “Application: Manager/Senior Manager (Communications)”. Applications should include:

- A cover letter explaining your suitability for the position and interest in joining SFC.
- A CV
- Two writing samples

Applications will be reviewed on a rolling basis until the position is filled.