

Vacancy: Communications Associate/ Senior Communications Associate

On-site (New Delhi) | Full-Time

About the 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.

Our work culture

At SFC, we are creating a small, well-selected community of people who think deeply and creatively about the core climate and environment issues shaping India's development. We maintain a relatively non-hierarchical workplace and value academic freedom and diversity of opinions and perspectives. Everyone at SFC, including young colleagues, holds a high degree of ownership of their work and the organisation's core objectives.

We also care deeply about equity, both in the workplace and in our outputs. A successful candidate will likely have the same principles.

About the role

SFC invites applications for a Communications Associate/ Senior Communications Associate (designation subject to the candidate's experience and skills).

The candidate will support the Communications Leads in developing and implementing SFC's communications strategies across our thematic areas and in institutional storytelling. This will involve core communications activities such as creating and editing compelling narratives of our work, disseminating research findings among diverse readers and stakeholders, managing the SFC website, social media, and other communications assets, and organising events.

The ideal candidate will have broad communications experience and a strong understanding of research and policy communications. SFC is a dynamic and evolving organisation, and the candidate will be crucial in shaping our communications and will work closely with a creative and dedicated team.

Key Responsibilities

- **Research dissemination:** Develop and implement targeted communication plans to effectively disseminate SFC research findings to existing and new, unexplored audience segments such as policymakers, media, and academia. Use innovative approaches to enhance the visibility and impact of our research.

- **Content creation and editing:** Develop collateral, press releases, social media content, newsletters, and videos, as required, ensuring consistent messaging and adherence to the brand voice.
- **Vendor management:** Coordinate with vendors (designers, data visualisers, printers, photographers/videographers) to ensure communication collaterals are produced within given timelines.
- **Media and engagement:** Engage with media on our research and broader body of work, build and maintain strong media relationships. Participate in media, policy, and communications events and engagements.

Additional responsibilities

- Support on content-related and coordination activities as and when required.
- Adopt trending ideas on language usage, design language, data visualisation, and successful branding of outreach materials and channels used by organisations across sectors.
- Supporting the ideation and execution of SFC's flagship and thematic events to build SFC's presence and impact potential.

Qualifications, abilities, and work experience

- 2-5 years of experience in a communications role, ideally within a research organisation, think tank, non-profit, or similar field.
- Bachelor's/Master's degree in a relevant field such as Journalism, Communications, Social Sciences, Environmental Studies, Public Policy, or a related discipline.
- Strong strategic thinking skills, with the ability to develop and execute communications plans independently.
- Excellent writing, copyediting, and proofreading skills.
- Keen eye with the ability to pay attention to details
- Strong collaboration and communication skills, and the ability to work with different teams.
- Background and interest in climate and environment policy and related areas.
- Awareness of WordPress, social media tools and MailChimp, SEMRush is a plus.
- A strong sense of design and multimedia editing is a plus.

Remuneration

Salary commensurate with 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: Communications Associate/ Senior Communications Associate".

Applications should include the following in a single file:

- CV
- A cover letter explaining your suitability for the position and interest in joining SFC.
- Two writing samples (preferably press release, social media post, newsletter, etc.)
- Portfolio (Design, photography, video editing, content, etc.) if applicable
- Contact details for 2 references

Applications will be reviewed on a rolling basis; however, the last date to submit applications is 15 June 2026. Only shortlisted candidates will be contacted.