

Ontario International Development Agency  
Job ID: 25/008

Term: Competition open until fill the vacancy  
Job Title: Water Resources Policy Researcher- South Asia and Africa  
Department: Water Sustainability and Climate Change  
Employment Type: Full-time

Available Positions:1  
Work Hours: 32.00 hours per week  
Salary Information: CAD \$34.00 per hour

Location: Ottawa, Ontario  
Job Category:  
Application Close: Remain open until fill

#### **JOB SUMMARY:**

The water sustainability and climate change department/ section is responsible for conducting water-related sustainable projects in Africa and South Asia, promoting sustainable development and safe access to water for everyone. As an organization, we are committed to eliminating hunger, poverty, and water insecurities in vulnerable regions worldwide, with a particular focus on South Asia and African regions. A water resources policy researcher is required to assist with these initiatives.

#### **In this role:**

Develop and implement research plans, collect, analyze, and compile quantitative and qualitative data/reports from various sources.

Conduct policy research relevant to water resources management in South Asia and Africa.

Conduct research on current and past trends in the water governance sector in both regions.

Conduct literature reviews relevant to natural resource management and climate change.

Develop and provide recommendations on policies, legislation, and programs under water resource management.

Prepare a database according to the published articles in the organization, collaborating with the IT department.

Write and prepare technical reports based on the findings and data from the literature review for consultation with senior management and experts.

Provide assistance and coordination to other researchers in preparing their research articles and publications.

Assist in organizing research conferences, scheduling meetings, and preparing presentations.

Promote awareness and education on scientific and policy issues.

Time-to-time participation in cross-functional teamwork and projects as required.

Occasional travelling may be required.

## **EDUCATION AND EXPERIENCE**

Completion of a 4-year university degree in science, environmental science, natural resource management, global development, or other related field

A Master's degree in environmental science or natural resource management is preferred

Minimum of 2 years of experience in the environmental or natural resource policy development field, including non-profit sector experience. The preference for water resource management and climate change resilience is considered an asset.

Prior working experience in South Asia or Africa in the natural resource management and policy field is considered an asset.

Experience in technical writing and policy report analysis.

## **KNOWLEDGE**

The principles and policies related to water resource management, water governance, and policy development in South Asia and Africa.

The position requires a deep understanding and passion for the current situation in both regions and world aspects relevant to water resource management.

Understanding of climate change disasters and their impact on marginalized communities in South Asia and Africa.

Knowledge of local languages in South Asia or Africa.

## **COMPETENCIES, SKILLS, AND ABILITIES**

Policy research, analysis, and development techniques/methodologies

Strong literature review skills

Project management skills

Community engagement strategies

Strong oral and written communication skills in English; bilingualism is an asset

Cross-functional coordination with other experts, researchers, and the University professors

Project coordination

Exercise sound judgment and political acumen

Set and manage multiple priorities and meet deadlines

Organized, efficient, and productive in carrying out responsibilities

Analytical and attentive to details, with problem-solving skills

Presentation skills in Canva and other MS PowerPoint

Advanced computer skills in document preparation, data analysis, and presenting with dashboards, including MS Office Suites (Excel, Word, Teams, Planner) and Zoom

Work well under pressure in an environment of evolution and rapid changes

Contributes to teamwork, fosters strong working relationships with senior management, staff, and other external partners

## **WHAT YOU NEED TO KNOW**

### **Benefits**

Flexible working hours (8.00 am to 4.00 pm/ can start later, accordingly to covering 8 hours per day), hybrid requires 2 days in the office

Casual office wear

Other employment benefits: Vacation Pay, Advance training

Please save a copy of the job poster. Once the closing date has passed, it will no longer be available.

We wish to thank all applicants for their interest and effort in applying for this position. Only candidates selected for interviews will be contacted.

The OIDA promotes the principles of diversity and inclusion and adheres to the tenets of the Canadian Human Rights Act and the Ontario Human Rights Code. We encourage applications from members of Indigenous, Black, and other racialized communities, persons with disabilities, women and non-binary persons, persons of all ethnic origins, religions, sexual orientations, classes, gender identities, and expressions. Candidates are encouraged to self-identify as a

member of one or more designated employment equity groups in the self-identification questionnaire.

The OIDA provides accommodation during all parts of the hiring process, upon request, to applicants with disabilities. If contacted to proceed to the selection process, please advise us if you require any accommodation.

Experience and formal training combined with demonstrated performance and ability may substitute for stipulated academic requirements.

We thank all applicants for their interest and effort in applying for this position. Only candidates selected for interviews will be contacted.

Please submit your resume with confidence by email. The Cover letter and Resume must demonstrate how your experience, Skills, and education best suit the job.

**Please email your cover letter and Resume with confidence**

**Email:** [oida@ontariointernational.org](mailto:oida@ontariointernational.org)

**Please indicate Job Posting Number and Title on the subject.**

**Ontario International Development Agency  
Ottawa, Canada.**