

Conference of the Parties

Executive Council

Scientific Advisory Committee

IAI Directorate

**Integrated
Operations and
Finance Directorate
(Director General)**

**Science Development
Directorate
(Director)**

**Science-Policy
Liaison Directorate
(Director)**

Science Development Directorate (São José dos Campos, Brazil)

The main activities of the Science Development Directorate will be to:

- Strengthen partnerships and cooperation between the IAI and regional scientific institutions in order to expand and leverage IAI science;
- Advance the integration and synthesis of IAI science across the IAI networks and with regional institutions in the Americas;
- Explore and pursue new opportunities for establishing scientific networks and centers of excellence in line with the IAI mandate;
- Actively engage researchers from the Americas in the work of the IAI
- Provide foresight to the IAI on scientific needs and directions related to addressing global change in the Americas; and
- Identify strategies for improving scientific data management across IAI networks and with partner institutions in the Americas.

Science-Policy Liaison Directorate (Buenos Aires, Argentina)

The main activities of the Science-Policy Liaison Directorate, categorized into program development, engagement and outreach activities, will be to:

- Program Development Activities:
 - Develop periodic plans, setting goals to be pursued, the results to be obtained and the necessary budget, in collaboration with the cognizant directors and the supporting MinCyt;
 - Assist in the development and the implementation of short- and long-term plans for IAI, including new initiatives and programs;
 - Interact with scientific teams supported by IAI to ensure policy engagement and outreach in research processes;
 - Link other IAI areas and scientific teams to stakeholders in the policy-making communities relevant to IAI;
 - Prepare engagement and outreach program proposals according to the priorities of the IAI, to be submitted to the donor agencies, working with the Assistant Director for Finance and Administration in the preparation of the budget;
 - Prepare funding Agreements for its work in consultation with the Assistant Director for Finance and Administration;
 - Provide technical input in the area of its incumbency, including analysis of interim reports, participation in workshops, identification of opportunities to engage policy-makers;
 - Prepare reports and assist other IAI areas in matters of the Directorate's incumbency; and
 - Perform on-site visits when necessary.

Engagement activities:

- Manage IAI's engagement and outreach programs to the policy-making community;
- Create opportunities and environments for dialogue between science and policy on global change and other strategies to strengthen the relevance of the IAI programs and projects;
- Develop and manage interaction mechanisms between the IAI and decision-making levels on public policies related to the mission of the IAI; and,
- Establish relationships with various international, regional, national and local agencies in order to promote communication and dialogue between science and policy, by submitting proposals to the IAI Director General for agreements with these entities.

Outreach activities:

- Advise on the generation of synthesis reports from the scientific groups, aimed at meeting the information needs of decision makers;
- Implement public communication strategies that improve the level of knowledge of global change, its implications and associated actions, as well as the IAI;
- Monitor the positioning of the IAI in the public opinion and among the relevant scientific, political and sectoral organizations;
- Develop contacts with regional and international policy institutions, international, national, sub-national, public, private and non-governmental;
- Acts as a primary contact with the Associates and organs/institutions of the IAI, with respect to projects of outreach and engagement related to policy making communities, their implementation and monitoring;
- Assist in the identification and approach of possible donor sources, in particular International Organizations, Governmental and Non-Governmental Organizations, International Banks, OAS, UN System, Federal/National Agencies, Foundations, Private sector, etc, to support activities related to the IAI outreach and engagement;
- Contribute to public relations efforts and to knowledge dissemination and utilization of research results by participating in public and scientific fora;
- Establish relations with media and develop other outreach channels in collaboration with the existing publications office; and
- Any other responsibilities as required for the successful implementation of IAI's engagement and outreach strategies, programs and plans.