



Associate – Editorial | Role and responsibilities

About IDR

IDR (India Development Review) is India's first and largest independent media platform for the development community. Founded as a nonprofit in 2017, we advance knowledge on social impact in India. We publish ideas, opinion, analysis, and real-world practice.

You can check out all of IDR's content [here](#), and get to know the team [here](#).

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We are currently looking for an associate to support implementation of our editorial strategy. This is a full-time position. You will be expected to come into office twice a week if you are based in Delhi-NCR and once a week if you are based in Mumbai or Bangalore; if you are based anywhere else in India, this will be a remote position.

About the role

You will generate ideas for, commission, write, and edit stories, and be involved in day-to-day publishing of articles. You will accompany team members on site visits and meetings with leaders from the social sector and interview them for IDR. You will also support the team on client engagements, as required.

For this position, we're looking for someone who is interested in delving into the practical challenges of running a nonprofit and developing content on themes such as talent, leadership, impact evaluation, tech adoption, and more.

Responsibilities

- Generate ideas for articles and features
- Transcribe, write, ghostwrite, and edit stories and conduct research for IDR features and properties
- Produce headlines and blurbs and publish articles on the website daily
- Manage partner relationships (contributors, illustrators, other organisations, etc)
- Support on specific editorial projects and initiatives, such as sponsored series

- Interview sector experts for IDR stories
- Attend relevant events, roundtables, and conferences
- Ensure that all articles comply with ethical codes of practice
- Offer additional support to the team in areas such as client and donor management, administrative duties, outreach, and partnership

Apply if you have

- A keen interest in social change issues, with an understanding of programmatic and organisational practices relevant to the development sector
- Excellent writing and communication skills
- A strong command over English and comfort with Hindi. Knowledge of any additional language is a plus
- Attention to detail
- Comfort with ambiguity and the ability to work independently and think critically while being part of a team
- Internet fluency (comfort with social media, search engines, familiarity with online journalism)
- Basic knowledge of WordPress, graphic design, and video editing software is a plus
- Strong project management skills and the ability to multitask
- A college degree, 4–5 years of work experience in the development sector or in a communications/editorial role

Send us your CV and a writing sample: writetous@idronline.org

The writing sample should not have been edited by a third party or AI.

The salary range for this role is 6–7.2 LPA, depending on experience.