

Editorial Research Assistant

Mineral products have been a key part of human societies since early prehistory. They continue to be vital to the livelihoods of many people and the needs of modern industrial society. Yet there have been innumerable challenges to the way in which these materials are produced, processed, and consumed, and the extent to which the production and use of minerals is impacting on the economies of developing countries, social relations in local communities, the natural environment, and other important parameters.

The **Mining, Minerals and Sustainable Development Project (MMSD)** is an independent two-year project of participatory analysis aiming to promote change in the way the mineral industries approach the transition to a society consistent with the principles of sustainable development. To do so, MMSD seeks to understand the ways in which the sector can make this transition by reaching deeper understanding among the key stakeholders, throughout the world: industry, government, communities, labour, international organisations, financial institutions and others. A key product will be MMSD's Project Report scheduled for March 2002.

The post of Editorial Assistant is based within the MMSD project and will be responsible for assisting, supporting, and liaising with writers and editors who are producing the MMSD Project Report, as well as researching any gaps or specific issues which arise and locating course materials and supporting references as the report is being written.

You will have at least three years relevant work experience, excellent organisational ability, strong research and writing experience and excellent verbal and written communication skills in English. IIED is looking for an individual with strong interpersonal skills and an ability to work with others smoothly while under pressure. An advanced degree in a relevant subject (e.g. social sciences, economics, environmental assessment) would be desirable.

Fixed term contract to 31st March 2002

Salary scale: £19,513 to 24,370

A job description and application form can be obtained through our website at www.iied.org/mmsd or please email mmsd@iied.org for further information

Closing Date: Monday 25th June 2001