

## Climate and Society Publication: A Platform for Knowledge Gathering and Dissemination

The *Climate and Society* publication series provides a platform for partner organizations to communicate climate risk management strategies to a variety of target audiences, including policy makers and practitioners. The objective of the platform is to take the combined wealth of experience and knowledge from international organizations, governments, NGOs, research institutes, the private sector and other interested stakeholder groups in order to promote effective climate risk management practices and policies given a particular context. Together, these groups form the publication “Consortium”, as illustrated in the Figure 1.

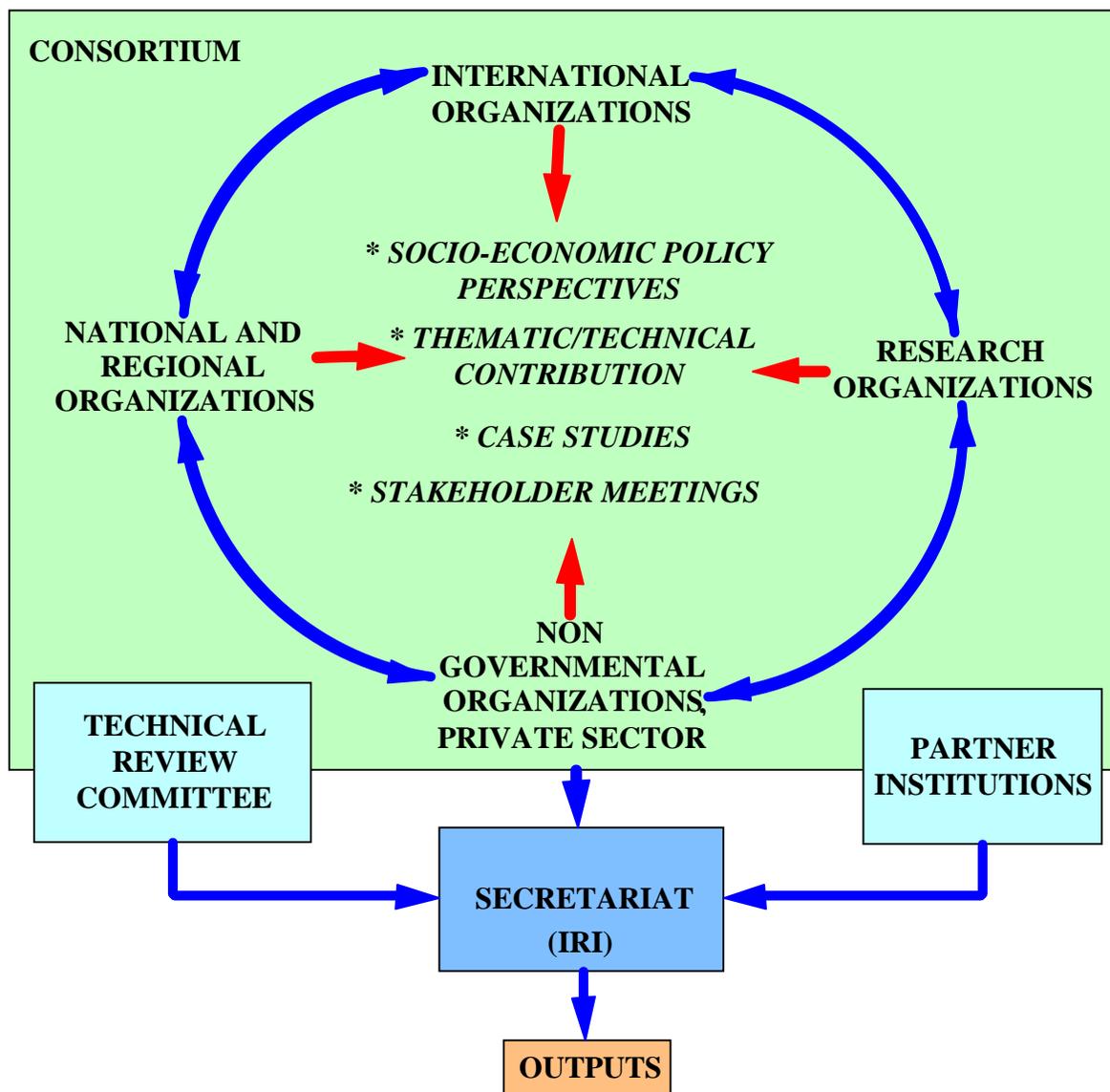


Figure1. Operational Diagram of the *Climate and Society* publication platform

### **Consortium**

The partner consortium is composed of international, regional, national, non-governmental, private and research organizations. The consortium is a loosely structured and evolving collection of institutions and stakeholders, depending upon the particular theme the publication is addressing. The consortium institutions and individuals may be involved in ongoing initiatives with partner institutions, or they may be identified as key expert contributors to the publication.

### **Technical Review Committee**

The publication will be supported by a technical review committee, which will provide the secretariat with technical assistance and thematic expertise. The members of the technical committee will change, dependent upon the targeted sector, theme or geographical region of the publication. The primary role of these individuals will be to review the publication and give guidance to content and key issues to be addressed.

### **Partner Institutions**

The partner institutions are composed of a small group of international organizations who have agreed to accept “ownership” of the publication. The logos of the partner organizations will appear on official *Climate and Society*-related documentation. Periodic partner meetings, or communications, will be chaired or led by the Secretariat, aimed at achieving consensus on the publication content and goals.

The main functions of the partner institutions are to:

- Provide overall guidance to the development and planning and of the Publication series and activities
- Provide financial and/or human resources
- Disseminate the publication to interested parties and media
- Undertake advocacy and enlist wide international participation on behalf of the Publication
- Contribute content to the publication
- Promote awareness of the publication amongst a broad spectrum of stakeholders
- Encourage and participate in the broad dissemination and publication of outputs and results from the publication process

## **Secretariat**

The Secretariat has the primary responsibility for coordinating and implementing the central activities of the publication process. It serves as the primary channel of communication between consortium members, the technical committee and the partner institutions.

Specifically, the main tasks of the Secretariat are to:

- Stimulate, facilitate and support the Climate and Society publication process
- Act as content editor, leading the development of publication content with partner organizations
- Develop and maintain the information network
- Develop and implement the communications and guidance tools
- Coordinate publication production (writing, editing, printing, distribution)
- Provide administrative support to technical committee and partner institution meetings
- Lead (or assist in) the organization of workshops, meetings, or side sessions related to the publication series process
- Commission synthesis papers in areas where the ongoing actions of the consortium members can be aggregated or pulled together for wider audiences
- Maintain compendium of activities related to the Publication
- Plan and administer process and budget

The Secretariat is hosted by IRI, located in New York City. The Secretariat is led by a director (permanent professional staff), and assisted by a core of permanent professional and support staff.