



Job Description

This form summarises the purpose of the job and lists its key tasks. It is not a definitive list of all the tasks to be undertaken as those can be varied from time to time at the discretion of the School, in consultation with the postholder.

Job title: Country Manager (Generic profile)

Department/Division: International Growth Centre **Accountable to:** Director of Programmes and Impact [for Bangladesh only]

Job Summary

The International Growth Centre (IGC) aims to promote sustainable growth in developing countries by providing demand-led policy advice based on frontier research. The IGC directs a global network of world-class researchers in economics, political economy and related disciplines, and more than 10 country teams across Africa and Asia. Based at LSE and in partnership with the University of Oxford, the IGC is initiated and funded by FCDO.

The IGC has Country Economists based in its partner countries which currently include Bangladesh, Ethiopia, Ghana, India, Mozambique, Myanmar, Pakistan, Rwanda, Sierra Leone, Uganda and Zambia.

Country Managers provide overall leadership of IGC in the country, including developing and implementing the country strategy and programme management locally. They work with rest of the country leadership team consisting of the Lead Academic(s), Senior Advisor(s), Director of Research and Policy and Director of Programmes and Impact (the “country leadership team”). They manage the local country team and lead on activities which form the link between key local policy makers in government, civil society and the private sector and global researchers.

1. Developing and implementing the IGC’s country specific strategy, in collaboration with the country leadership team. This would be reflected in the Country Strategy Note (CSN) and focus on the team’s commissioning and engagement strategy based on consultation with key stakeholders. It would lay out political economy considerations and how these interact with the research agenda, including likely areas for project generation. This will result in an active portfolio of research and policy work.
2. Managing the IGC Bangladesh team of Country Economists and Office Manager, including relevant programme management responsibilities which include oversight and quality assurance for all research outputs and working with counterparts in London to ensure wider review and accountability for the Bangladesh programme.
3. Leading interactions and relationships with policy stakeholders, including policymakers, NGOs, think tanks, multilaterals and other relevant policy stakeholders. The CM will lead and guide policy engagement and relationship management, and building a series of relationships for the team which best support research uptake and mean the country strategy is well-aligned to country priorities.



Duties and Responsibilities

Developing and implementing the IGC's country specific strategy

1. Development of the Bangladesh Country Strategy Note (CSN). Identification of the priority policy issues which inform the delivery and commissioning of research and the development of IGC's engagement strategy within country. This process will require consultation with the Bangladesh leadership team, and key counterparts and advisors in Bangladesh.
2. Leading and developing IGC engagement and programme delivery in country.
3. Leading the country team in designing and delivering a country communications plan, covering networking and influencing, and using communication, events, an active website and other means which will assist in maximizing the impact of IGC research on growth policies in country.
4. Commissioning research and analytical work, in collaboration with country Lead Academics, on the priority areas identified in the Country Strategy Note, and reviewing research outputs to ensure that they are delivered according to the appropriate scope and quality.
5. Providing input into proposals submitted to the IGC commissioning boards and advice on applications. The Country Manager will need to identify how research can respond to emerging policy needs and help to shape the policy agenda in the country as set out in the CSN, by liaising with the IGC research network in collaboration with the IGC Research and Policy Director.

Managing the IGC Bangladesh team and the wider programme

6. Assisting with the establishment and management of the country office. This includes: establishing options for accommodation for the office and assisting in maintaining good relations with hosts or landlords; contributing to due diligence enquiries with respect to the legal and other status of the LSE IGC office in the country; producing the country risk register with guidance from the IGC Head of Programme Management, and to make sure this is kept up to date and the Executive Director can be informed on any changes in risks and associated mitigating actions.
7. Line managing local country team; including leading recruiting campaigns with the IGC Hub and LSE HR support; leading performance management and professional skills development of country staff, by setting objectives, managing work plans and leading performance reviews, in addition to obtaining views of Lead Academics and other members on the country leadership team. Inputting to and leading conversations with proposed Senior Advisor(s); building a collaborative working relationship with these individuals which leverages their expertise most effectively. Includes providing recommendations to the Research and Policy Director, Director of Programmes and Impact and the Executive Director on the recruitment of key staff.
8. Leading programme delivery along with Lead Academic(s). This includes: Developing and implementing a plan of activities for the term of the contract, ensuring it is in line with the CSN; ensuring that the budgeted spend on research, events and country scoping visits is achieved within the contract term and managing the country budget effectively; and delivering periodic updates of progress against the country plan of activities and policy impact to the Director of Programmes and Impact as needed for reporting to FCDO.

Leading interactions and relationships with policy stakeholders

9. Building and developing strong relationships and continuous dialogue with government and other policy stakeholders within country, including the private sector, civil society, research institutions, donors (including FCDO) and locally-based academics, referencing the LSE in all interactions pertaining to the country programme.



10. Leading and developing IGC engagement and programme delivery in country. Engagement plans should be reflective of research and policy priorities.

Flexibility

To deliver services effectively, a degree of flexibility may be required in the duties performed in order to meet the exigencies of service. Job roles may also naturally develop over time and ongoing substantial changes to a role will be discussed between line managers and their staff, with job descriptions updated as and when appropriate.

Equity, Diversity and Inclusion (EDI)

LSE is committed to building a diverse, equitable and truly inclusive university. All posts (and post holders) will seek to ensure diversity and inclusion, while opposing all forms of unlawful and unfair discrimination on the grounds of age, disability, gender identity, marriage and civil partnership, pregnancy and maternity, race, nationality, ethnic or national origin, religion or belief, sex and sexual orientation, or social and economic background.

Ethics Code

Posts (and post holders) are assumed to have a responsibility to act in accordance with the School's Ethics Code and to promote the principles and values that the Code enshrines. The Ethics Code clearly states that the whole LSE community, including all staff, students, and governors of LSE, are expected to act in accordance with the principles which are set out in the Code. As such you are required to read and familiarise yourself with it. The School's Effective Behaviours Framework is designed to support this Code. It sets out examples for the six behaviours that all staff are expected to demonstrate, these can be found on the following link: [click here](#)

Environmental Sustainability

The post holder is required to minimise environmental impact in the performance of the role, and actively contribute to the delivery of the LSE Environmental Policy.