



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: Policy Economist (Tax for Growth Initiative)

Department/Division: International Growth Centre
Accountable to: Head of Tax for Growth

Job Summary:

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Based at the London School of Economics and Political Science and in partnership with the University of Oxford, the International Growth Centre (IGC) aims to promote sustainable growth in developing countries by providing demand-led policy advice based on frontier research. Through an innovative model, the IGC directs a global network of world-leading researchers and in-country teams in Africa and South Asia and works closely with partner governments to generate high quality research and policy advice on key growth challenges. Established in 2008, the IGC is currently majority funded by the UK Foreign, Commonwealth and Development Office.

IGC's Tax for Growth (T4G) initiative

Tax for Growth is an initiative of the International Growth Centre that supports tax administrators and policymakers in developing countries with evidence-based research and data-driven solutions to develop effective approaches to make taxation work for development. The initiative uses a collaborative and demand driven approach to address priorities and help alleviate the constraints faced by policy partners.

Tax for Growth is looking for a Policy Economist (Tax for Growth Initiative) to support the research and policy work of the initiative. The post holder supports the development of and implements the overall strategy of the Tax for Growth initiative, which includes implementing our engagement strategy with tax administrators and policy makers. They will contribute to the writing and dissemination of high-quality policy and research outputs to improve taxing capacity in developing countries. The role will also include global influencing based on the stock of knowledge, organising the IGC community of practice and supporting country teams thematically, coordinating the commissioning of tax research and delivering effective programme management of the portfolio of IGC projects to tax.



Duties and responsibilities:

1) Curate a stock of knowledge on taxation and taxing capacity in developing countries

- Produce research synthesis papers on key themes that reflect and inform the experiences of policymakers and practitioners, drawing on cutting edge economics research.
- Produce evidence and frontier research-based outputs - Policy toolkits, briefs and other synthesis products, including dedicated web content.
- Produce dashboards and data visualisation tools that can inform policymakers and various stakeholders.
- Work with policymakers and tax administrators to co-produce case studies outlining the successes and challenges of various policy reforms to facilitate cross-country learning.

2) Support policy engagements in partner countries and with IGC country teams

- Organise workshops in partnership with tax administrators to disseminate knowledge and facilitate evidence-based discussion on taxation. Promoting IGC research in different platforms such as international events and conferences.
- Apply cross-country analysis or design new research to respond to a specific policy demand.
- Organise and conduct cross-country workshops to disseminate knowledge, and facilitate peer-to-peer knowledge exchange.

3) Support commissioning new research on taxation

- Support IGC country teams and the research programme in setting research strategies, commissioning research projects, maintaining a roster of relevant researchers, and disseminating outputs.
- Undertake initial review of small research projects and commissioning board projects and relevant outputs.
- Facilitate a community of practice on tax research across IGC countries.
- Contribute to diversifying the IGC's network, including through matchmaking workshops to facilitate connections between developing and developed country researchers who work on taxation.

4) Communications and global events

- Liaise with the IGC Communications team on arranging or participating in global events to disseminate knowledge and outputs.
- Write and publish blogs and commentary to contribute to the global debate and/or to disseminate key findings from research and synthesis papers.
- Ensure an active social media presence in the area, working with the Comms team.

5) Operations and initiative development

- Support the programme management of the portfolio of projects commissioned.
- Work with IGC MEL, Finance and Contracts to ensure the effective management of the programme and budgets.
- Support on grant and other funder reporting requirements.
- Assist in bid writing for ad-hoc externally funded project opportunities.
- Ensure the quality of the data associated with these projects in SPEAR.
- Review project outputs commissioned under the theme of taxation.

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. At times, the post holder may need to support other themes in the IGC, depending on needs and capacity.

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.