



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: IGC Policy Economist

Department/Division: International Growth Centre

Accountable to: Head of Country Programmes or Head of Responsive Policy Function

Job Summary

The International Growth Centre 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-leading researchers and in-country teams in Africa and South Asia. The IGC works closely with partner governments to generate high quality research and policy advice on key growth challenges, focusing on four themes: economic governance, trade and productivity, cities and infrastructure and energy and environment. IGC currently has resident teams in Bangladesh, Ethiopia, Ghana, Mozambique, Myanmar, Pakistan, Rwanda, Sierra Leone, Tanzania, Uganda and Zambia. We also have engagements in a number of other countries, including Somaliland, Kenya, South Sudan, Jordan, Lebanon and Afghanistan. Based at the London School of Economics and Political Science (LSE) and in partnership with the University of Oxford, the IGC is funded primarily by the UK Department for International Development (DFID), with support from the Bill & Melinda Gates Foundation and other foundations and research grants.

IGC Policy Economists lead on the management and coordination of individual country programmes from the LSE Hub. They support the implementation of country strategies, development of in-country research portfolios, and in-country policy engagement with the aim of maximising policy impact, jointly with country teams where relevant. They work to facilitate cross-country learning and enhance the effectiveness of the Country Programme and Responsive Policy Function. Policy Economists also lead the implementation of our engagement strategy for one of our IGC themes or initiatives, contributing to the production and dissemination of high-quality policy and research outputs to promote innovative growth policy ideas, and promoting cross-country learning.

Duties and Responsibilities

1. Management and coordination of selected country programmes from the LSE Hub
 - Lead on the management and coordination of individual country programmes from London, with an expectation of frequent travel and extended visits in-country.
 - In countries without a resident country team, work proactively with the Head of the Responsive Policy Function and LSE Hub to:
 - Develop, implement, and monitor a forward-looking country strategy and day to day



- work programme, ensuring the integration of policy and research agendas,
 - Establish relationships with stakeholders (including government authorities, donors, and other domestic public and private sector stakeholders).
 - In countries with resident country teams, support the work of the Head of Country Programmes and country team (Country Leadership Team and Country Economists) in doing the above.
 - Lead on the following tasks, jointly with country teams where relevant:
 - Programme management of individual country programmes, including keeping work plans updated, drafting terms of reference documents, securing project approvals, budget management, forecasting, ensuring value for money, and reporting on impact.
 - Facilitating development of research projects to address country demands and priorities, including identifying relevant researchers.
 - Dissemination of research and policy findings in country, including supporting and contributing to written outputs including blogs and policy briefs and growth events.
- 2. Supporting management of the IGC Country Programme and Responsive Policy Function at the Hub
 - Support the Policy Director, Head of Country Programmes and Head of the Responsive Policy Function by, for example:
 - Contributing to the setting of annual budgets across country programmes and monitoring forecasting and spending.
 - Assisting in the recruitment processes for country team members.
 - Ensuring the quality and relevance of IGC research by reviewing project proposals and feeding country policy priorities into the commissioning process.
 - Contribute to regular reports on IGC activity for dissemination externally and internally, including annual and other reports for DFID and other funders.
 - Contribute to the wider organisational development of the IGC, including, for example, changes to internal processes and funding proposals.
- 3. Thematic responsibility and cross-country learning
 - Support the Research Director and Policy Director in setting and implementing policy engagement plans for one of the IGC's four thematic areas (economic governance, trade and productivity, cities and infrastructure, and energy and environment):
 - Become an expert in the IGC's research findings and the policy issues faced by countries in this area, notably on topics in high demand from policymakers, such as tax, public financial management, trade, macroeconomic management, or civil service reform. Identify opportunities for IGC thought leadership and policy influence.
 - Build relationships with IGC researchers in the area, facilitating their engagements with national, regional and global policy communities to maximise the policy impact of IGC research. Support commissioning of new research with potentially high policy impact.
 - Build relationships and networks with key individuals and organisations working in the area, building a database of stakeholders and engaging them with IGC ideas.
 - Work with LSE Hub and country teams to implement the engagement strategy, including designing and participating in research workshops and external events.
 - Co-author research synthesis pieces including growth briefs, policy briefs, blogs, and research reviews.
 - Ensure an active social media presence in the area, working with the Comms team.
 - Lead on the sharing of research and policy findings across the IGC network, thereby supporting cross-country learning, working closely with the Monitoring, Evaluation and Learning team. This will require liaising with researchers from the IGC network as well as country teams and Responsive Policy Function staff.
 - Contribute to reports for funders on the thematic area and the associated thematic influencing strategy.



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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.