



Person Specification

This form lists the essential and desirable requirements needed in order to do the job.

Applicants will be shortlisted **solely** on the extent to which they meet these requirements.

Job title: Economics Editor and VoxDev Managing Editor

Department/Division: International Growth Centre
Accountable to: Evaluation and Communications Director

Competency	Criteria	E/D
Knowledge and experience	Possession of a MSc/MPA/MPP degree in economics, public policy/administration, or development economics.	E
	Substantial experience in a relevant editorial function, commissioning and editing publications and web content preferably in a development environment.	E
	Track record of writing high impact and engaging reports, briefings and blogs.	E
	Demonstrated understanding of policy-relevant development or economic research, including the ability to identify policy implications from research.	E
	Experience of using social media to drive policy engagement.	E
	Experience of web management, Drupal and Wordpress.	D
	Experience of commissioning and integrating infographics and data visualisation into communications products.	D
	Experience of working closely with researchers and colleagues in remote locations and in different cultures.	D
Communication	Evidence of excellent written and oral communication skills, in particular evidence of explaining complex technical information to non-specialist audiences.	E
	Editorial skills, including working closely with a range of authors including academics.	E
	Experience in training and supporting other non-specialists to increase their skill level.	D



Teamwork and motivation	Dynamic and entrepreneurial approach.	E
	Demonstrated ability to work as part of a team, preferably in a developing country multi-cultural context.	E
Liaison and Networking	Demonstrated ability to build strong relationships and gain respect from top researchers and policymakers, persuading and influencing them to contribute content.	E
	Ability to contribute to networking by identifying key people to foster working relationships with.	D
Planning and organisation	Demonstrated ability to plan and organise own workload in order to consistently meet deadlines, often under pressure.	E
	Self starter and the ability to work independently and with minimum supervision in challenging environments.	E
	Evidence of attending to detail while producing timely work within deadlines.	E

E – Essential: requirements without which the job could not be done.

D – Desirable: requirements that would enable the candidate to perform the job well.