



## 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: IGC Policy Economist (Firms)**

**Department/Division: International Growth Centre**  
**Accountable to: Head of Firms Initiative**

Competency	Criteria	E/D
<b>Knowledge and experience</b>	Demonstrated understanding of policy-relevant economic research.	E
	Possession of a MSc/MPA/MPP degree in economics, public policy/administration, development economics, or a related discipline by date of application.	E
	Experience of programme management and understanding of monitoring and evaluation methods and processes in the field of development economics or a related area.	E
	Demonstrated understanding of quantitative analysis.	E
	Demonstrated expertise on economic issues in high demand from policymakers in developing countries, such as macroeconomic management, taxation, and public financial management.	E
	Experience of coordinating research or policy projects and supporting policy dialogue.	D
	Experience in the delivery of policy events and conferences.	D
<b>Communication</b>	Ability to construct clear and concise arguments to facilitate the translation of research into policy recommendations.	E
	Evidence of excellent written and oral communication skills, in particular evidence of explaining technical information to non-specialist audiences.	E



<p><b>Teamwork and motivation</b></p>	<p>Demonstrated ability to work as part of a team, preferably in a developing country context.</p> <p>Ability to work with a range of teams across a large and complex organisation</p> <p>Experience of having worked with virtual teams and/or on projects with team members in multiple locations</p>	<p>E</p> <p>E</p> <p>D</p>
<p><b>Liaison and Networking</b></p>	<p>Willingness to travel to Africa, South Asia and Middle East frequently and engage with or stakeholders in these regions.</p> <p>Demonstrated strong ability to interact with policymakers, such as past work with government officials, NGOs, think tanks and aid agencies.</p> <p>Ability to contribute to networking by identifying key people to foster working relationships with.</p>	<p>E</p> <p>D</p> <p>D</p>
<p><b>Planning and organisation</b></p>	<p>Demonstrated ability to plan and organise own workload in order to consistently meet deadlines, often under pressure.</p> <p>Evidence of the ability to work independently as a dynamic self-starter with minimum supervision.</p> <p>Evidence of attending to detail while producing timely work.</p> <p>Demonstrated ability to prioritise work given by a number of colleagues.</p> <p>Demonstrated ability to work with others to organise events such as policy conferences, stakeholder workshops and research/policy seminars.</p>	<p>E</p> <p>E</p> <p>E</p> <p>D</p> <p>D</p>

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

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