

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: Project Economist (CDF), Zambia

Department/Division: International Growth Centre

| Criteria | Evidence | E/D |
|---------------------------------|--|-----|
| Knowledge and experience | MPA/MPP/MSc/MA degree in development economics, economics, public policy/administration, or a related discipline. | E |
| | Demonstrated understanding of policy-relevant economic research and expertise with quantitative and qualitative research methodologies. | E |
| | Ability to write in English cogently and clearly, and to construct clear and concise arguments to facilitate the translation of research into policy recommendations. | E |
| | Experience in managing day-to-day research activities, including design and implementation of primary data collection. | D |
| | Experience of working in one or more developing countries. | D |
| | Experience of coordinating and/or disseminating research or policy projects and supporting the policy dialogue by drafting notes, briefs and blogs. | E |
| | Experience of programme management of multi-stakeholder projects and understanding of monitoring and evaluation methods and processes in the field of development economics or a related area. | E |
| Communication | Experience of participating in the delivery of policy events and conferences. | D |
| | Evidence of excellent written and oral communication skills, in particular evidence of explaining technical information to non-specialist audiences. | E |
| | Experience of producing written documents, papers and / or blogs targeted to a specific audience to a high standard. | E |
| | Evidence of acting as a point of reference for others and contributing to the development of new knowledge and understanding within the development field. | D |

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| Teamwork and motivation | Strong evidence of initiative and problem solving skills. | E |
| | Experience of working as part of a team in a multi-cultural context. | D |
| | Ability to work with a range of teams and with a variety of stakeholders. | E |
| | Interest in researching local governance and political economy. | D |
| Liaison and Networking | Ability to lead on networking and maintain relevant networks by identifying and engaging with key people to foster working relationships with. | E |
| | Demonstrated ability to interact with policymakers through, for instance, past work with government officials, NGOs, think tanks and aid agencies. | D |
| | Demonstrated ability to work with others to organize events, such as policy conferences, stakeholder workshops and research/policy seminars. | D |
| Planning and organisation | Ability to work independently and to take initiative with minimal supervision in challenging environments. | E |
| | Demonstrated ability to plan and organise own workload in order to consistently meet deadlines, and to carry out tasks according to a priority assessment. | E |
| | Demonstration of attention to detail whilst being able to produce outputs within set deadlines. | E |
| | Ability to carry out both technical and operational duties required for the effective support of research work and its dissemination, as well as other country activities. | 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.