

Job Description

Senior Policy Analysts – Budgeting and Public Expenditures(12613)

Application Closing Date 17-02-2019, 11:59:00 PM

The [OECD](#) is a global economic forum working with 36 member countries and more than 100 emerging and developing economies to make better policies for better lives. Our mission is to promote policies that will improve the economic and social well-being of people around the world. The Organisation provides a unique forum in which governments work together to share experiences on what drives economic, social and environmental change, seeking solutions to common problems.

The Directorate for Public Governance (GOV) works to help governments at all levels design and implement strategic, evidence-based and innovative policies to strengthen public governance, respond effectively to diverse and disruptive economic, social and environmental challenges and deliver on governments' commitments to citizens. We provide a forum for policy dialogue and exchange, common standards and principles, comparative international data and analysis to support innovation and reform across the OECD, policy reviews and practical recommendations targeted to the reform priorities of specific governments.

The [Budgeting and Public Expenditures](#) Division (BUD) assists countries to achieve policy goals, within a framework of good governance principles and sustainable fiscal objectives. It does so by advocating policies, institutions, culture and practices that promote public sector performance and accountability, aggregate fiscal discipline, optimal development and use of the public sector workforce, the allocation (and reallocation) of resources, and value for money in government operations. To further these objectives, it supports two Working Parties, the Senior Budget Officials (SBO) and the Public Employment and Management (PEM).

The BUD Division is looking for several Senior Policy Analysts to support its work programme. The selected persons will have a very strong track record of thought and practice leadership, be an established actor in relevant international networks, and be capable of providing effective policy recommendations and advice, grounded in both practice and theory, as well as an understanding of national contexts. The successful candidates will report to the Head of Division.

Main Responsibilities

Management and Co-ordination

- Lead in the design and implementation of a strategic and forward-looking programme of work in the areas of budgeting and public expenditures and public employment and management.
- Communicate policy recommendations and provide support for their implementation.
- Support the Head of Division in supervising the work of a multicultural team; set objectives and deadlines; monitor progress; provide guidance and advice and carry out performance evaluations.
- Manage the budget of specific projects and activities and carry out fundraising activities.

Research, Analysis and Drafting

- Lead research and undertake national case studies, peer reviews and benchmarking exercises, and formulate policy recommendations and advice.
- Draft thematic analytical reports that include policy recommendations for the specific sector.
- Develop comparative applied policy for OECD member countries, including addressing policy outcomes, strategies, and practices in the respective areas. Develop new comparative indicators in the area of budgeting and public expenditures and public employment and management, contributing to directorate-wide activities, including Government at a Glance.
- Contribute to the development of practical tools, including policy toolkits to support the implementation of OECD recommendations, and facilitate the sharing and dissemination of information through

innovative ways, taking advantage of ICTs and information platforms.

- Support implementation of policies, including through guidance and training materials.
- Supervise and guide the preparation of draft reports and concept papers to ensure high-quality outputs.
- Seek innovative approaches to address policy challenges in the field of budgeting and public expenditures or public employment and management, both in the context of the Public Governance Directorate's programme of work and in collaboration with other directorates, to ensure horizontal co-ordination and alignment of the work.
- Prepare briefs for the Offices of the Secretary General and the GOV Director, upon request.

Liaison, Dissemination and Representation

- Liaise with country officials and experts to support and strengthen the public governance community of practice. Liaise with other OECD Directorates and with experts.
- Represent the OECD at high-level meetings and conferences involving senior policy makers. Co-ordinate high-level missions to OECD and non-OECD member countries.
- Stay abreast of policy issues in the area of budgeting and public expenditures or public employment and management, as well as in the broader public governance area and ensure, as appropriate, the Directorate's involvement in OECD-wide initiatives.
- Establish new networks and strengthen existing collaboration with policy makers and international institutions to create synergies and increase the impact of the Directorate's work.
- Support a communication plan for the dissemination of policy recommendations, targeting the audiences that will ensure maximum impact.

Ideal Candidate Profile

Academic Background

- An advanced university degree in law, economics, applied sciences, social science or public management/administration or related fields.

Professional Background

- Eight to ten years' experience in conducting research and analysis in order to make sound policy recommendations in the area of budgeting and public expenditures and/or public employment and management, preferably acquired in a national or international administration. Experience in multidisciplinary public governance issues would be an advantage,
- Excellent understanding of the range of policy and political economy issues that impact on public governance issues in various country contexts.
- Proven experience in project management including people and budget management.

Languages

- Fluency in one of the two OECD official languages (English and French) and knowledge of the other, with a commitment to reach a good working level.
- Knowledge of other languages would be an asset.

Core Competencies

- For this role, the following competencies would be particularly important: Achievement focus, Analytical thinking, Drafting skills, Managing resources, Diplomatic sensitivity, Strategic networking and Teamwork and Team leadership.
- Please refer to the level 4 indicators of the [OECD Core Competencies](#).

Contract Duration

- One year fixed term appointment, with a possibility of renewal.

[What the OECD offers](#)

- Monthly base salary starting from 8 560 EUR, plus allowances based on eligibility, exempt of French income tax.

Please note, the appointment may be made at a lower grade based on the qualifications and professional experience of the selected applicant.

The OECD is an equal opportunity employer and welcomes the applications of all qualified candidates who are nationals of OECD member countries, irrespective of their racial or ethnic origin, opinions or beliefs, gender, sexual orientation, health or disabilities.

The OECD promotes an optimal use of resources in order to improve its efficiency and effectiveness. Staff members are encouraged to actively contribute to this goal.