

Researcher WWP

International Policy Centre For Inclusive Growth (IPC-IG)

Location:	Brasilia, BRAZIL
Application Deadline:	11/12/2016
Type of Contract:	SC / SB-4
Languages Required:	English and Portuguese
Starting Date:	01/01/2017
Duration of Initial Contract:	3 months with possibility of extension

Background

The International Policy Centre for Inclusive Growth (IPC-IG) is a partnership between the United Nations Development Programme (UNDP) and the Government of Brazil. Located in Brasília, the IPC-IG facilitates South-South policy dialogue with the aim of expanding the knowledge and capacities of countries to design, implement and evaluate effective policies towards the attainment of high inclusive growth. In addition, the IPC-IG is currently carrying out the project “Brazil Learning Initiative for a World without Poverty (WWP)”.

The WWP is a partnership between the Ministry of Social Development and Agrarian (MDSA), the Institute for Applied Economic Research (IPEA), the World Bank and IPC-IG, aimed at enhancing the generation and exchange of knowledge and experiences concerning the implementation of social protection and poverty reduction policies and programs. For further reference: www.wwp.org.

The Centre is currently recruiting a Research Associate to support studies and other analytic work, and capacity-building activities of the WWP Initiative, as well as of the IPC-IG itself. The selected candidate will also assist in the conceptual revision of content, prepare documents, provide technical inputs to discussions and elaborate on data gathering. The Research Associate will advise the WWP Initiative and IPC-IG regarding current trends and ongoing debates related to social protection in order to keep its diverse communication channels updated, which are relevant for the dissemination of the outcomes of the aforementioned project.

The job provides an exciting opportunity for a person with excellent technical expertise of social policies, social protection programmes and related topics, as well as experience in south-south and triangular cooperation, to grow and interact with colleagues in an international environment committed to inclusive growth.

Duties and Responsibilities

Under the substantive guidance of the Research Coordinator, the day-to-day oversight by the Project Manager of the WWP and following the UNDP Brazil Country Office's policies and guidelines, the Research Associate is expected to ensure timely and high quality delivery of the following activities:

Support for the WWP and IPC-IG's Team:

- Undertake literature surveys and carry out studies and other analytic work, on poverty reduction and social protection policies in Brazil and the world;
- Compiling and sharing international experience in the area of social protection and labor with a view to support the design and implementation of policies and programs in Brazil;
- Guide the process of identifying and defining main social protection topics and cross-cutting areas for further discussions within the WWP Initiative;
- Mapping existing experiences in social protection for the targeted dissemination within the WWP Initiative;
- Review and analyse social protection programmes implemented in other countries and inspired by Brazilian experiences;
- Contribute to the WWP and IPC-IG's publication series, particularly Study Cases, Fact sheets, One Pagers and discussion papers;
- Identify and liaise with key research and policy-related partners and institutions;
- Assist in organizing study tours, workshops and seminars in cooperation with partner institutions;
- Keep the WWP and IPC-IG staff up-to-date on current research developments and major conferences and meetings in the field;
- Undertake duties as necessary in support of the work of the WWP Initiative and the Centre, i.e. attend meetings of the WWP Initiative, host and brief officials and visitors to the Centre.

Competencies

Corporate

- Demonstrates integrity and fairness, by modeling the UN/UNDP's value and ethical standards;
- Promotes the vision, mission and strategic goals of IPC-IG;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;

Functional

- Excellent analytical and writing skills;
- Experience in the production of technical and conceptual papers;
- Good interpersonal skills and ability to establish and maintain effective partnerships;
- Knowledge of and experience in dealing with Government and nongovernmental institutions;

Knowledge Management and Learning

- Ability to strongly support and build knowledge products;
- Seeks and applies knowledge, information and best practices from within and outside of IPC-IG;

Judgment/Decision-Making

- Mature judgment and initiative; and
- Independent judgment and discretion in advising on handling major policy issues and challenges.

Required Skills and Experience

Essential

- Master's Degree (MA, MSc or similar) in Economics, Demography, Development Studies, International Relations, Social Sciences, or related area;
- A minimum of five (5) years of professional or academic experience in research projects within government institutions, research institutions or international organisation;
- Professional or academic experience in quantitative and qualitative analysis of social policies and/or programmes in developing countries;
- Word processing and spreadsheet skills;
- Professional or academic experience with academic documents;
- Oral and written fluency in Portuguese as proven by certificate, previous work, academic or personal experience abroad.

Desirable

- Doctorate Degree in Economics, Demography, Development Studies, International Relations, Social Sciences, or related area
- Professional or academic knowledge of other UN languages is considered an asset;
- Professional or academic experience with research on inclusive growth;
- UN/UNDP/International Organization is experience is an advantage

Application and Selection Process

Applicants must send a P11 form* to ipc-hr@ipc-undp.org by no later than 11 December 2016 quoting **“Researcher WWP”** in the subject.

The IPC-IG strongly encourages sending the following extra documents in the application for consideration:

- Detailed CV;
- Cover letter;
- Recommendation letter;

The documents can be submitted in English or Portuguese. Applications sent after the deadline will not be accepted.

*The **Personal History Form** (P11) is available for download at:

<http://www.pnud.org.br/arquivos/P11.doc>

Incomplete applications or applications received after the deadline will not be considered. Please note that only applicants who are short-listed will be contacted for the next steps of the selection process, which will consist an interview.

This is a national Service Contract position within the IPC-IG/UNDP. **International candidates will only have their applications considered if proof of a Brazilian work permit is attached to the application (*work card and visa*).** The IPC-IG/UNDP is not in a position to provide advice or assistance towards applying for such a permit.

The United Nations Development Programme is committed to achieving workforce diversity in terms of gender, nationality and culture. Individuals from minority groups, indigenous groups and persons with disabilities are all equally encouraged to apply. All applications will be treated with the strictest confidence.