



International
Labour
Office

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Note for supervisors: Please complete the vacancy proposal form and submit it to the Director of the department/office for endorsement. For field positions additional approval is required by mail from the regional HR Partner before final submission to jpo@ilo.org.

VACANCY PROPOSAL FOR JUNIOR PROFESSIONAL OFFICERS (JPO)

Job Description Template – Headquarters and field positions

GENERAL INFORMATION:

Title: Junior Professional Officer in *Public Finance and social protection economics*

Duty station: *Geneva, Switzerland*

Duration of the assignment: 12 months, renewable

Grade: P2

Department/ Field Office: *Social Protection Department (SOCPRO)*

Organisational unit: *Public Finance, Actuarial and Statistics Unit (SOC/PFACTS)*

SUPERVISION

Direct Supervision by:

Helmut Schwarzer, Head SOC/PFACTS, Social Protection Department (SOCPRO),
schwarzer@ilo.org

Content and methodology of supervision:

A time-bound annual overall work plan will be agreed between the JPO and the supervisor on the appointment of the JPO.

Regular meetings between the JPO and the supervisor about the progress of assignments will be scheduled once every two weeks.

As necessary, detailed instructions, guidance and coaching will be provided by the supervisor for necessary technical inputs and work procedures.

Work will be discussed with, and reviewed by the supervisor at various stages before completion in order to verify the progress and to reschedule the plan and to amend the work plan as necessary-

The JPO will accompany and assist the supervisor and colleagues in missions, seminars, workshops and meetings.

Performance management will be reviewed in accordance with ILO's Performance Management Framework, as applicable to Junior Professional Officers.

INTRODUCTION

The Social Protection Department (SOCPRO) undertakes research and policy development to underpin strategies for the extension of social protection; develops good governance tools for social protection systems; carries out knowledge development; strengthens national capacities in the field of social protection; and undertakes promotion and advocacy in order to strengthen national social protection systems. SOCPRO contributes to the achievement of the ILO's mandate by promoting and ensuring that member States give high priority to providing social protection to their populations through effective, efficient and sustainable social protection systems, including nationally-defined social protection floors in line with the Social Protection Floors Recommendation, 2012 (No. 202).

At its 101st Session in June 2012 the International Labour Conference adopted a new international social security standard, the Social Protection Floors Recommendation, 2012 (No. 202). It highlights the commitment of governments, employers and workers in the 183 member States of the ILO to step up their efforts to build national social protection floors (SPFs) as part of their national strategies to develop comprehensive social security systems through a two-dimensional strategy for the extension of social security: in its horizontal dimension through a rapid implementation of national social protection floors which introduce a set of basic social security guarantees defined nationally which provide that all in need have access to essential health care and basic income security throughout the life cycle; and in its vertical dimension providing progressively higher levels of protection, guided by ILO up-to-date social security standards, to as many people as possible as soon as possible.

The Junior Professional Officer (JPO) will assist in the development of macro-economic frames for actuarial, fiscal and financial models for the assessments of social protection systems, the analysis of public finance options and quantitative models to create fiscal space for, as well as perform poverty-impact assessments of SPFs. At the same time, the incumbent is expected to assist in national social security policy development, especially the development and the assessment of social protection policies, including floors, based on fiscal and actuarial analysis.

The JPO will contribute to Outcome 8 on *Comprehensive and sustainable social protection for all* within the ILO's Programme and Budget for the biennia 2022-23 and ILO's Strategic Plan for 2022-25.

DUTIES AND RESPONSABILITIES

Under the direct supervision of the supervisor, the JPO will carry out the following tasks:

- 1) Compile data necessary for financing and impact assessment of social protection schemes.
- 2) Analyse data for assessments and research studies on financing of social protection schemes.
- 3) Assist in the development and coding of the macro-economic framework, the generic financing needs and poverty-impact assessment models for social protection systems.
- 4) Assist in the fine-tuning of the generic fiscal and poverty-impact assessment models, especially on SPFs, to country specific situations.
- 5) Draft components of global, regional and country analyses for reports and publications on social security financing and its impacts, especially concerning fiscal space for social protection and poverty impacts.
- 6) Assist in technical backstopping, implementation and monitoring of development cooperation projects as a junior desk officer.
- 7) Participate in technical missions for research and fact finding.

During the period of assignment, the JPO will contribute to the following key outputs:

- World Social Protection Database and respective Dashboards
- Publications on fiscal space for and socioeconomic impacts of social protection
- Projects and reports related to economic and poverty assessments of social protection schemes in ILO member countries.

QUALIFICATIONS AND EXPERIENCE

Education:

First level university degree in economics or related discipline. An advanced university degree / Master's or Post Graduate Diploma in economics would be an advantage. Specific training in public finance would be an advantage.

Work experience:

At least two years' working experience, preferably in the area of planning and/or research of public financing and/or macroeconomics in national Governments, social security institutes, academic and/or research institutes.

Work experience in developing countries and/or international organisations would be an asset.

Skills required for the assignment:

Strong quantitative analytical and research skills in economy and Public finance.

Familiarity with quantitative tools or models on fiscal space.

Strong analytical skills and good knowledge of programmes such as Pandas, Numpy and Scipy (Python), Microsoft Office Professional, STATA / SPSS and PowerBI or similar would be an asset.

Languages:

Excellent command of English.

Good knowledge of a second working language of the ILO (Spanish, French) would be an asset.

ILO competencies:

The candidate is expected to demonstrate and be guided by ILO competencies, specifically:

1. Good communication skills, both written and verbal.
2. Capacity to work on own initiative as well as cooperate as a team member.
3. The ability to work in a multicultural environment, and gender-sensitive behaviour and attitudes.

TRAINING COMPONENTS AND LEARNING ELEMENTS

Training components:

The incumbent will assist senior experts in the analysis and modelling of the macroeconomic framework and public financing structure and possible economic, redistributive and poverty impacts of social protection schemes of some ILO member States. S/he will also assist senior experts in the preparation of training materials and participate in training sessions on quantitative macro / micro economy and public finance techniques.

Learning elements:

- The incumbent will have the opportunity to learn quantitative methodologies and techniques for analysing and modelling the current and future cost and the financing of social security schemes, especially SPFs and the possible impacts on income and poverty of the population of at least two ILO member States per year.
- The incumbent will gain experience in drafting technical reports for governments of ILO member States.
- The incumbent will learn about the principles which should guide the development and extension of national social security systems.

BACKGROUND INFORMATION

At its 101st Session in June 2012 the International Labour Conference adopted a new international social security standard, the Social Protection Floors Recommendation, 2012 (No. 202). It highlights the commitment of governments, employers and workers in the 183 member States of the ILO to step up their efforts to build national social protection floors (SPFs) as part of their national strategies to develop comprehensive social security systems through a two-dimensional strategy to the extension of social security: in its horizontal dimension through a rapid implementation of national social protection floors which introduce a set of basic social security guarantees defined nationally which provide that all in need have access to essential health care and basic income security throughout the life cycle; and in its vertical dimension providing progressively higher levels of protection, guided by ILO up-to-date social security standards, to as many people as possible as soon as possible.

At present, approximately 30 middle- and low-income countries have already taken measures to introduce elements of an SPF. Their experience has shown that social security schemes are a vital and flexible policy tool to counteract and soften the social and economic consequences of financial shocks and crises. Designing sound, efficient and effective schemes within comprehensive national social security systems is essential to ensure the long-term viability of the systems and that they achieve the desired outcomes.

A growing number of ILO member States are requesting assistance with respect to designing and implementing SPFs including financial, fiscal and poverty-impact assessments. The Social Protection Department assists government agencies and autonomous social protection organisms to develop their own capacity for quantitative planning, and improve the management and governance of their social protection schemes.

The ILO values diversity among its staff. We welcome applications from qualified women and men, including those with disabilities.

The ILO has a smoke-free environment.