



International  
Labour  
Office

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## VACANCY PROPOSAL FOR JUNIOR PROFESSIONAL OFFICERS (JPO)

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### GENERAL INFORMATION:

**Title:** Junior Professional Officer – Labour Research Analyst - Human Centred Approach

**Duty station:** Geneva, Switzerland

**Duration of the assignment:** 12 months, renewable

**Grade:** P2

**Department/ Field Office** RESEARCH

**Organizational unit:** Changing World of Work

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### SUPERVISION

**Direct Supervision by:**

Lawrence Jeff Johnson, Deputy Director for Research [Johnsonl@ilo.org](mailto:Johnsonl@ilo.org) or assigned  
Department Head of Unit

**Content and methodology of supervision:**

A time-bound work plan will be agreed between the JPO and the supervisor on specific deliverables in support of evidence-based research to promote the human centred approach work plan. This research will support the Director-General-elect's priority on Policies and institutions of work for a human-centred recovery.

Regular meetings between the JPO and the supervisor will be scheduled to discuss progress on the work and to provide opportunities for feedback. The JPO will accompany and assist the supervisor or another assigned staff member in selected missions, seminars, workshops and meetings.

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

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### INTRODUCTION

The Research Department of the ILO conducts research on labour and employment issues to support evidence-based policy formulation for ILO constituents. The

Department analyses how major trends in the world of work – new technologies, demographic change, changing climate, the evolving role of finance and emerging patterns in development and globalization – including the relationship between trade and labour, the impact of global and regional natural and manmade disasters - more recently the COVID-19 pandemic – are transforming the world of work. It analyses the effects, both direct and indirect, of different policy initiatives and engages in policy evaluation and analysis. The department produces high-profile flagship reports, including the World Employment and Social Outlook (WESO) and the WESO Trends and is responsible for the ILO's peer-reviewed journal, the *International Labour Review*. RESEARCH publishes widely in different formats in order to reach a broad audience, ranging from highly technical academic journals to policy briefs. It benefits from a strong research network of both academic and policy institutions.

The position will contribute to the work of the Research Department and the wider ILO by supporting evidence-based policy analysis on the effects of transformations listed above on labour markets. The research project aims to assess how transformations in the world of work are affecting existing labour market regulations and policies in order to help design and repurpose regulations and policies in order to ensure a human-centred recovery.

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## **DUTIES AND RESPONSIBILITIES**

The JPO will perform the following duties and responsibilities:

- Provide research assistance, including analysis, literature reviews, and written inputs on the challenges facing the changing world of work.
- Work with the supervisor in evaluating policy initiatives that support the effective design of policies that can support a human-centred recovery, at both the national and international level
- Contribute to organizing meetings, knowledge-sharing events and online events and webinars.
- Support and prepare presentations, briefs and other materials.
- Perform other tasks that may be assigned by the supervisor.

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

- Inputs to ILO flagship report, World Employment and Social Outlook
- Research and Working Papers.
- International and Regional events and partnership associated with the work of the Research Department.
- Inputs to ILO documents prepared for G20 meetings

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## **QUALIFICATIONS AND EXPERIENCE**

**Education:**

**Minimum:**

First university degree or equivalent in social sciences or economics or other relevant and related field.

**Desirable:**

An advanced university degree / Master's or Post Graduate Diploma in social sciences, economics or other relevant and related field.

**Work experience:**

**Minimum:**

Relevant work experience of 2 to a maximum of 4 years either at national or international level.

**Desirable:**

Work experience with governments, social partners, private policy think-tanks, or international organizations.

**Skills required for the assignment:**

**Minimum:**

Strong analytical and research skills in economics or other social science; knowledge of quantitative and qualitative research methods; ability to write clearly and effectively for a policy audience; good communication skills.

**Desirable:**

Knowledge of labour market institutions; experience in using novel data sets through strong statistical programming skills; data visualization skills; understanding of the constraints affecting countries at different levels of economic development.

**Languages:**

**Minimum:**

Excellent command of English.

**Desirable:**

Good knowledge of a second and third working language of the ILO 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; gender-sensitive behaviour and attitudes are also required.
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## **TRAINING COMPONENTS AND LEARNING ELEMENTS**

### **Training components:**

Through guidance of the supervisor and senior colleagues, the JPO will get trained in preparing research and policy papers, concept notes and work plans.

### **Learning elements:**

- Contribute to global debate on the changing world of work and a human-centred recovery
- Greater insight into the interplay of different labour market institutions in the world of work
- Gain understanding of the challenges of labour regulation at the national and international level
- Become familiar with the mandate and functions of ILO, its tripartite structure and Governing Organs (International Labour Conference and Governing Body)
- Gain experience on policy-oriented research
- Get acquainted with the work of a multi-disciplinary and multi-cultural team.

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## **BACKGROUND INFORMATION**

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.