



Job description

Junior Policy Analyst, Junior Professional Officer Grade PAL4
Directorate for Public Governance
Anti-corruption and Integrity in Government Division

The Organisation for Economic Co-operation and Development ([OECD](#)) is an international organisation comprised of 38 member countries, that works to build 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. Together with governments, policy makers and citizens, we work on establishing evidence-based international standards, and finding solutions to a range of social, economic and environmental challenges. From improving economic performance and creating jobs to fostering strong education and fighting international tax evasion, we provide a unique forum and knowledge hub for data and analysis, exchange of experiences, best-practice sharing, and advice on public policies and international standard-setting.

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. It supports countries to promote good governance and democracy through more strategic, agile and action-oriented public sectors that improve the functioning of national economies and support growth. It achieves these objectives by working to help governments at all levels design and implement strategic, evidence-based and innovative policies to strengthen public governance, trust in government and democracy, respond effectively to diverse and disruptive economic, social and environmental challenges and deliver on government's commitments to citizens.

The Anti-corruption and Integrity in Government Division (ACIG), within GOV, helps governments design and implement comprehensive integrity and anti-corruption strategies in alignment with the OECD Recommendation on Public Integrity, the OECD Recommendation on Principles for Transparency and Integrity in Lobbying, the OECD Recommendation on Guidelines for Managing Conflict-of-Interest in the Public Service, and the OECD Recommendation on Information Integrity. To do so, ACIG focuses its work in four areas: (i) anti-corruption efforts, (ii) fraud and corruption internal control, risk management and audit systems, (iii) strengthening political integrity, and information integrity and tackling foreign interference. ACIG develops standards and guiding principles, facilitates policy dialogue, generates comparative country data, and assesses and assists countries' public integrity systems. The Public Governance Directorate is looking for a Junior Policy Analyst to support the activities of the ACIG Division. The successful candidate will report to the Head of the Division.

Main Responsibilities

Research, analysis and drafting

- Conduct analysis on government policies to reinforce public integrity assessing their effectiveness, identifying gaps, and formulating recommendations for improvement.
- Contribute to drafting technical and policy documents for consideration by the OECD Public Governance Committee, and relevant networks, including the OECD Expert Group on Public Governance Responses to Mis- and Disinformation.
- Contribute to developing metrics and indicators related to integrity policies to benchmark countries progress against OECD Recommendations in these areas.



- Support country review projects on integrity policies, including managing project timelines and organising fact-finding missions with multidisciplinary teams of experts.

Liaison, representation and dissemination

- Participate in missions and conferences to Member and non-Member countries, as required, to promote the work of the Division, to stay abreast of policy developments, and to acquire new knowledge and analytical skills.
- Assist in the planning and conduct capacity-building activities (e.g. workshops and seminars) on core and emerging topics to a variety of audiences (policy analysts and senior public officials).
- Support the planning and implementation of the Division's Programme of Work.
- Build and maintain networks, regularly engaging with officials from OECD committees, permanent delegations and national administrations.

Ideal candidate's profile

Academic Background

- Advanced university degree in public policy, public administration, accounting, economics, law, or other related discipline.

Professional Experience

- A minimum of two years of professional experience conducting research and analysis on integrity, ethics and anti-corruption policies, at national or international level, ideally within a government administration, an international organisation or an academic institution.
- Experience working in a role responsible for designing and implementing integrity policies, preferably acquired in the public sector, would be an advantage.
- Experience working on multidisciplinary public governance issues would be an advantage.
- Proven track record in presenting highly technical subjects in writing as well as orally to upper management or high-level public officials in a compelling manner.
- Proven track record in project management and multi-tasking would be an advantage.

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.

Core Competencies

- OECD staff are expected to demonstrate behaviours aligned to six core competencies which will be assessed as part of this hiring processes: Vision and Strategy (Level 1); Enable People (Level 1); Ethics and Integrity (Level 1); Collaboration and Horizontality (Level 2); Achieve Results (Level 1); Innovate and Embrace Change (Level 2).
- There are three possible levels for each competency. The level for each competency is determined according to the specific needs of each job role and its associated grade.
- To learn more about the definitions for each competency for levels 1-3, please refer to [OECD Core Competencies](#).

Contract Duration

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

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What the OECD offers

- Monthly base salary starting from 5,902 EUR, plus allowances based on eligibility, exempt of French income tax.
- [Click here](#) to learn more about what we offer and why the OECD is a great place to work.
- [Click here](#) to browse our People Management Guidebook and learn more about all aspects relating to people at the OECD, our workplace environment and many other policies supporting staff in their daily life.