



Job description

Communications Impact Analyst, Junior Professional Officer, Grade CF3
Directorate for Communications
Communications Impact, Standards & Capacity Building 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.

Under the guidance of the Secretary-General, the core mission of the [Directorate for Communications \(COM\)](#) is to maximise the impact of the OECD through cutting-edge, evidence-based communications carried out in conjunction with policy directorates. Working in concert with communications professionals across the OECD, it drives forward a coherent communications function, serving as a standard setter for excellence and measuring communications impact. It leads on corporate level media, social media, stakeholder, and parliamentary engagement; the organisation's online presence, while performing an important role in risk management in the public sphere.

COM is looking for a Communications Impact Analyst to work in the Communications Impact, Standards & Capacity Building division under the supervision of the Head of the Communications Impact unit. The selected candidate will provide strategic analysis and monitoring to aid key decision makers across the OECD.

Main Responsibilities

- Conduct quantitative and/or qualitative analyses of the OECD's communication efforts, particularly within Asia-Pacific, in order to gauge the effectiveness of the Organisation's outreach in the region.
- Assist in the co-ordination and facilitation of focus groups with key stakeholder groups and especially policy makers in the Asia-Pacific region, in order to obtain audience intelligence that can inform future engagement strategies.
- Prepare research reports and strategic communications pre-campaign analysis, working in tandem with the Strategic Communications unit in COM, to ensure communication plans are enriched with research and intelligence.
- Create compelling dashboards, reports, and presentations that translate complex data into clear, actionable insights for diverse audiences.
- Ensure continued monitoring and evaluation of the OECD's reputation, performing narrative tracking analysis to alert relevant stakeholders.

Ideal Candidate Profile

Academic Background

- An advanced university degree or equivalent in public policy, international relations, data analytics, communications, journalism, marketing, market research or other related discipline.



Professional Background

- A minimum of two years of relevant experience in communications acquired within government, international organisations, communication agencies, or consulting companies.
- Solid analytical skills, with an ability to think strategically and synthesize information from varied sources into concise recommendations.
- Experience in crafting, presenting, and disseminating complex ideas, recommendations, from a variety of data sources turning them into actionable insights and compelling narratives to leadership and senior decision makers.
- Experience in an international environment and ability to work cross-functionally with multiple stakeholders.

Tools

- Proficiency in communications analytics tools, such as social listening (Talkwalker, Brandwatch) and media monitoring (Factiva, Cision) would be an asset.

Skills

- Solid analytical skills, with an ability to think strategically and synthesize information from varied sources into concise recommendations.
- Experience in crafting, presenting, and disseminating complex ideas, recommendations, from a variety of data sources turning them into actionable insights and compelling narratives to leadership and senior decision makers.
- Experience in an international environment and ability to work cross functionally with multiple stakeholders.

Languages

- Fluency in one of the two OECD official languages (English and French) and a knowledge of, or a willingness to learn, the other.
- Knowledge of Japanese, Korean, Indonesian or Thai would be an asset.

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 2); Enable People (Level 1); Ethics and Integrity (Level 1); Collaboration and Horizontality (Level 2); Achieve Results (Level 2); 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.

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.