



**Job description**

**Junior Economist/Policy Analyst, Junior Professional Officer, Grade PAL4  
The Science, Technology and Innovation Directorate  
Science and Technology Policy 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 [Science, Technology and Innovation Directorate](#) (STI), in line with the strategic objectives of the Secretary-General, helps OECD member countries and other key economies build an environment conducive to translating science, technology and knowledge into innovation in order to create economic and social value added.

The Science and Technology Policy Division (STP) of the STI is responsible for developing evidence-based policies that (i) encourage cooperation among OECD Members Countries and with Partners, (ii) support good policy practices and analysis in areas such as human resource development and mobility; the strengthening of links between research, higher education and innovation; national and regional research and innovation systems; mission oriented research and innovation policies; policies that promote inclusivity, and policies for anticipatory governance of emerging technologies, and (iii) help policymakers reorient STI systems towards addressing global challenges, in particular climate change and the green transition.

The Working Party for Biotechnology, Nanotechnology and Converging Technologies (BNCT) in the STP Division of STI, is responsible for the STP Programme of Work on Strategic Intelligence for critical and emerging technologies for transformative change, under the authority of the Committee for Scientific and Technological Policy (CSTP).

STI/STP is looking for a Junior Economist/Policy Analyst to contribute to its original analysis in the area of strategic intelligence. Strategic intelligence refers to knowledge and evidence on current and future developments of new science, technology and innovation and their potential impacts on the economy and on society. Methods include statistical benchmarking, forecasting and modelling, foresight, technology assessment, systems and pathway mapping, technology monitoring and formative evaluation.

The selected candidate will assist in characterizing national and international ecosystems of strategic intelligence, explore the connections between strategic intelligence and decision making and support capacity building in strategic intelligence with a view to the implementation of the OECD Framework for Anticipatory Governance of Emerging Technologies and the OECD Agenda for Transformative Science, Technology and Innovation Policies.

The selected candidate will work under the supervision of a Policy Analyst at the BNCT and under the management responsibility of the Head of the STP Division.



## **Main Responsibilities**

### Research, analysis and drafting

- Carry out research and policy-oriented analysis on a variety of strategic intelligence tools and processes (forward-looking technology assessment, foresight, technology monitoring and new digital approaches for analysing emerging technologies).
- Undertake data collection on strategic intelligence activities in various countries.
- Draft technical and policy documents, ensuring both timeliness and a high level of analytical and editorial quality in the preparation and publication of these documents.
- Collaborate with colleagues within the Organisation and external experts, on multi-disciplinary horizontal work.

### Dissemination and outreach

- Assist the project lead in engaging with delegates from the Working Party of Bio, Nano and Converging Technologies (BNCT) and from the Committee for Scientific and Technological Policy (CSTP).
- Participate in the organisation of conferences, seminars and workshops organised or co-organised by the Unit.
- Deliver presentations and papers in relevant national and international meetings/workshops with the team.
- Contribute to other activities of the division in line with OECD-wide priorities.
- Keep abreast of relevant policy developments and participate in missions as required.

## **Ideal Candidate Profile**

### Academic Background

- An advanced university degree in economics, public policy or other related discipline., with a strong foundation in either policy analysis or analysis of new science and technologies.
- Previous knowledge of foresight, technology assessment and/or analysis of new and emerging technologies would be an advantage.

### Professional Background

- A minimum of two years of experience conducting applied economic analysis and policy analysis, demonstrating experience in the drafting of policy papers or reports with clear, concise, and policy relevant messages.
- Prior experience in visual presentation of technical material would be an asset.

### Tools

- Proficiency with standard MS Office software.
- Experience in working with SQL and other data management software would be an asset.

### Languages

- Fluency in one of the two OECD official languages (English and French) and a knowledge of, or a willingness to learn, the other.



### **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.

### **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.