

Promoting Knowledge and Capacity Building through the Regional Policy Dialogue

Panelist Consultant

Post of Duty: Click or tap here to enter text.

The IDB Group is a community of diverse, versatile, and passionate people who come together on a journey to improve lives in Latin America and the Caribbean. Our people find purpose and do what they love in an inclusive, collaborative, agile, and rewarding environment.

The _____ Division of the Inter-American Development Bank has created the _____ Network under the framework of the Regional Political Dialogue. For the constitution of this Network, the _____ Division has developed a work plan to promote a space for discussions concerning common problems within the Latin American and Caribbean countries.

The _____ is a forum created to improve policies and public programs in Latin America and the Caribbean. The main objective is to tackle common problems in a joint effort by identifying opportunities of technical cooperation between countries in the region and establishing a strategy that will effectively raise political awareness on the importance of _____; increase the internal and external efficiencies of the sector; promote greater _____, both in quality and access; and achieve a _____.

In 2024, the _____ Network will examine the _____. The IADB's _____ Division, in collaboration with _____'s Ministry of _____, is inviting the vice-ministers of _____ of its 26 member countries to participate in a forum on _____ and _____, 2024 in _____. At the forum we will discuss the following topics: _____. There will also be room for discussion regarding _____. Finally, we will discuss _____.

About this position

The activity goal is to achieve _____ in Latin-America and the Caribbean focusing on _____, as an important factor conducive to a better _____ and _____ performance. In other words, the forum would like to convey the idea of _____ that respond to the needs of _____.

You will work in (name of the team) part of XXX department. This team is responsible for (main tasks of the department)

What you'll do:

The panelist (consultant) will prepare a short paper and deliver a 20-minute presentation as part of the panel on "_____" (in accordance to attached agenda). Within the one-hour session, the consultants participating in the panel will allow for a 20 minutes question and answers space.

- Both, the consultant's paper and presentation should be motivational to the audience and induce them to think about different ways of _____ and better performance. The presentations should make the point that _____. It should introduce alternatives for _____ and/or designs for _____.

Deliverables and Payments Timeline:

Payments will be made upon the PEC's submission of invoices linked to the delivery and acceptance of the above-mentioned activities by the project supervisor. Invoices will account for the number of days worked on a given product, activities performed, and outputs delivered. Deliverables: Presentation, and paper

What you'll need

- **Education:** Bachelor's degree _____
- **Experience:** The expert should have experience in designing and _____ aiming to a better _____ performance
- **Languages:** Proficiency in English and one of the other Bank official languages (Spanish, French or Portuguese) is required.

Key skills:

- Learn continuously.
- Collaborate and share knowledge.
- Focus on clients.
- Communicate and influence.
- Innovate and try new things.

Requirements:

- **Citizenship:** choose one of the following:

IDB: You are either a citizen of XXX or a citizen of one of our 48-member countries eligible to obtain a valid residency or legal permit to work in XXX without the need for sponsorship by the IDB.

IDB Invest: You are either a citizen, a resident or hold a legal permit to work in XXX without the need for sponsorship by the IDB Invest.

- **Consanguinity:** You have no family members (up to the fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB, IDB Invest, or IDB Lab.

Type of contract and duration:

- **Type of contract:** Products and External Services Consultant (PEC), Retainer.
- **Length of contract:** XXX days in a period of XX months
- **Work Location:** Choose an item.

What we offer

The IDB group provides benefits that respond to the different needs and moments of an employee's life. These benefits include:

- A **competitive compensation** package.
- A flexible way of working. You will be evaluated by deliverable.

Our culture

At the IDB Group we work so everyone brings their best and authentic selves to work, willing to try new approaches without fear, and where they are accountable and rewarded for their actions.

Diversity, Equity, Inclusion and Belonging (DEIB) are at the center of our organization. We celebrate all dimensions of diversity and encourage women, LGBTQ+ people, persons with disabilities, Afro-descendants, and Indigenous people to apply.

We will ensure that individuals with disabilities are provided reasonable accommodation to participate in the job interview process. If you are a qualified candidate with a disability, please e-mail us at diversity@iadb.org to request reasonable accommodation to complete this application.

Our Human Resources Team reviews carefully every application.

About the IDB Group

The IDB Group, composed of the Inter-American Development Bank (IDB), IDB Invest, and the IDB Lab offers flexible financing solutions to its member countries to finance economic and social development through lending and grants to public and private entities in Latin America and the Caribbean.

About IDB

We work to improve lives in Latin America and the Caribbean. Through financial and technical support for countries working to reduce poverty and inequality, we help improve health and education and advance infrastructure. Our aim is to achieve development in a sustainable, climate-friendly way. With a history dating back to 1959, today we are the leading source of development financing for Latin America and the Caribbean. We provide loans, grants, and technical assistance; and we conduct extensive research. We maintain a strong commitment to achieving measurable results and the highest standards of integrity, transparency, and accountability.

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About IDB Invest

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Caribbean through the private sector. IDB Invest finances sustainable companies and projects to achieve financial results and maximize economic, social, and environmental development in the region. With a portfolio of \$14.1 billion in asset management and 325 clients in 25 countries, IDB Invest provides innovative financial solutions and advisory services that meet the needs of its clients in a variety of industries.

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Promoting Knowledge and Capacity Building through the Regional Policy Dialogue

Coordination Consultant

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The IDB Group is a community of diverse, versatile, and passionate people who come together on a journey to improve lives in Latin America and the Caribbean. Our people find purpose and do what they love in an inclusive, collaborative, agile, and rewarding environment.

The _____ Division, ___/___, is developing a _____ program on _____ fronts: (i) contribute to improving _____ (ii) contribute to improving _____ and (iii) improve _____ in Latin America and the Caribbean. In this context, the activities of the _____ Network of the Regional Policy Dialogue will be developed.

The _____ Network seeks to establish and maintain a dialogue between decision makers in Latin America and the Caribbean on the various challenges that countries face in matters of _____. The main objectives of the Network are to generate greater awareness about these challenges, exchange experiences and good practices, as well as contribute to the decision-making process of governments and facilitate regional cooperation.

Important challenges in this matter are the need to examine the regional dynamics of _____ and evaluate alternatives that allow _____, without generating _____. Likewise, the _____ Network will have other areas of research in the areas of _____, strengthening of _____ and _____ ministries.

Additionally, the network will work in collaboration with other divisions and units of the Bank on the main interactions of _____, such as: _____. The creation of the _____ Network seeks to deepen and expand the important efforts made to date by the Bank in _____.

About this position

The consultancy aims to contribute to technical and operational aspects for the coordination and preparation of the activities of the _____ Network or the Regional Policy Dialogue

You will work in (name of the team) part of XXX department. This team is responsible for (main tasks of the department)

What you'll do:

(main accountabilities that contribute to the team's objectives - don't go into the details)

- Contribute to technical and operational aspects, in particular, the coordination of the _____ Network and preparation of the _____ Meeting of the Regional Labor Policy Dialogue:
- Coordinate, in support of the specialists responsible for the _____ Network of the Dialogue, the organization of the Dialogue, covering contributions and support in strategic, operational and logistical issues such as: (i) the definition of key internal and external objectives and recipients; (ii) agenda and management of panelists, presentations and proceedings; (iii) communication aspects (dissemination strategy, press, BidTV); (iv) event website; (v) coordination with the Division's administrative team of administrative, procedural, contractual and logistical aspects; (vi) other contributions to the teams assigned to monitoring, programming and follow-up of the Dialogue,
- Technically review documents to ensure their accuracy, integrity and quality of the final product and its application in accordance with relevant guidelines.
- Coordination, compilation and consolidation of documentation for meetings, seminars, presentations and reports related to projects and associated research.
- and. Generate lists of relevant contacts for the _____ Network.
- Coordinate with the Division's administrative team the logistics and administration for the organization of seminars, conferences and meetings associated with operations, as well as matters related to the Bank's internal operating procedures.

What you'll need

- **Education:** Ph.D./ Maste Graduate in Social Sciences, economics, sociology, education or a similar area; and own initiative.
- **Experience:** The consultant must be an expert in _____ and _____ issues and have extensive knowledge of the _____ program, not only in _____ but in other countries in the region. Extensive knowledge of _____ programs
- **Languages:** Choose an item.

Key skills:

- Focus on clients.
- Communicate and influence.
- Innovate and try new things.

Requirements:

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IDB Invest: You are either a citizen, a resident or hold a legal permit to work in XXX without the need for sponsorship by the IDB Invest.

- **Consanguinity:** You have no family members (up to the fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB, IDB Invest, or IDB Lab.

Type of contract and duration:

- **Type of contract:** National Consultant Full-Time.
- **Length of contract:** XXX months.
- **Work Location:** Choose an item.

What we offer

The IDB group provides benefits that respond to the different needs and moments of an employee's life. These benefits include:

- **A competitive compensation** package.
- **Leave and vacations:** 2 days per month of contract + gender-neutral parental leave.
- **Health Insurance** the IDB Group provides a monthly allowance for the purchase of health insurance.
- **Savings plan:** The IDB Group cares about your future, depending on the length of the contract, you will receive a monthly savings plan allowance.
- **Hybrid and flexible** work schedules.
- **Health and wellbeing:** Access to our Health Services Center which provides preventive care and health education for all employees.
- **Development support:** We offer learning opportunities to boost your professional profile such as seminars, 1:1 professional counseling, and much more.

Our culture

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sustainable, climate-friendly way. With a history dating back to 1959, today we are the leading source of development financing for Latin America and the Caribbean. We provide loans, grants, and technical assistance; and we conduct extensive research. We maintain a strong commitment to achieving measurable results and the highest standards of integrity, transparency, and accountability.

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About IDB Invest

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Promoting Knowledge and Capacity Building through the Regional Policy Dialogue**Panelist Consultant**

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The IDB Group is a community of diverse, versatile, and passionate people who come together on a journey to improve lives in Latin America and the Caribbean. Our people

find purpose and do what they love in an inclusive, collaborative, agile, and rewarding environment.

The objective of the _____ Network is to promote the horizontal exchange of experiences and the identification of opportunities for technical cooperation between the countries of the region, as well as strategies to increase the effectiveness of policies aimed at _____, overcoming _____ and improving of _____ from Latin America and the Caribbean.

During this period, the _____ Network will focus on the area of _____ with the purpose of bringing experiences in the field of _____. Several countries in the Region are choosing to implement unconventional strategies to implement, expand and improve _____. Among these strategies is the direct provision of services by _____, specifically _____, which are used to reach a dispersed population, where they _____, or to expand or complement _____ that require considerable investments to _____.

For this purpose, important experiences developed in the region have been invited to learn about their approaches, development and especially the evaluations and lessons learned, which will serve as a basis for the preparation of research agendas for future regional dialogues.

During the meeting, after each presentation of the program by the Country expert, a presentation will be presented on the progress of these programs in the region and the benefits that they have brought with the broad community participation in the positioning of the program, in its effectiveness and quality.

To do this, we require experts in the topics that will be discussed at the meeting.

About this position

The goal is to provide participants in the policy dialogue with an appreciation of the impact the program has had on _____ and other countries in the region and how communities can and should be leaders in _____ of their most vulnerable inhabitants.

You will work in (name of the team) part of XXX department. This team is responsible for (main tasks of the department)

What you'll do:

- Participate as a speaker in the Regional Policy Dialogue on the _____ panel, which will take place in Washington DC, _ and _ on _____ 2024.
- Prepare a presentation to support and expand on Mr. _____'s observations, which will demonstrate the applicability of the _____ program in _____ and other countries in the region and the new developments of the strategy based on community participation.

Deliverables and Payments Timeline:

Payments will be made upon the PEC's submission of invoices linked to the delivery and acceptance of the above-mentioned activities by the project supervisor. Invoices will account for the number of days worked on a given product, activities performed, and outputs delivered. Deliverables: Presentation.

What you'll need

- **Education:** Ph.D./ Maste Graduate in Social Sciences, economics, sociology, education or a similar area; and own initiative _____

- **Experience:** The expert should have experience in designing and _____ aiming to a better _____ performance
- **Languages:** Proficiency in English and one of the other Bank official languages (Spanish, French or Portuguese) is required.

Key skills:

- Learn continuously.
- Collaborate and share knowledge.
- Communicate and influence.

Requirements:

- **Citizenship:** choose one of the following:

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Type of contract and duration:

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Support Regional Meetings of the Regional Policy Dialogue

Research Assistant Consultant

Post of Duty: Click or tap here to enter text.

The IDB Group is a community of diverse, versatile, and passionate people who come together on a journey to improve lives in Latin America and the Caribbean. Our people find purpose and do The _____ Division, of the _____ Department/Sector, is going to launch a new IDB initiative with a view to creating new policies that improve _____. The “_____” Regional Meeting will take place in the city of _____, between ___ and ___ of _____ 2024, with a simultaneous exhibition of photographs of recent school designs.

1.1 The complete organization of the Regional Meeting is the responsibility of the _____ Division, both from the thematic and technical point of view, as well as the logistical and administrative coordination. There will be the collaboration of the counterpart designated by the minister of _____ of _____, with the collaboration of the Bank's Representation in _____ and the support of the Administration at Headquarters what they love in an inclusive, collaborative, agile, and rewarding environment.

About this position

Support the organization of the “_____” Regional Meeting in its communication, content and logistical aspects, according to the needs of its development.

You will work in (name of the team) part of XXX department. This team is responsible for (main tasks of the department)

What you'll do:

Review the list of experts on the topics of the Regional Meeting, complete it and contact the experts to verify their interest in participating in the event.

- Prepare the dissemination materials that will be distributed to the participants of the Seminar.
- Collaborate in the registration and dissemination of the event.
- Develop a minute summary of the main agreements, proposals, and discussions of the seminar, which will serve as input for the closing of the event.
- and. Prepare a final document that summarizes the main achievements and messages of the Regional Meeting, for distribution to audiences of special interest to the Division.
- Provide the information that the Bank requests within the scope of the consulting objectives and its execution period.

What you'll need

- **Education:** Ph.D./ Maste Graduate in Social Sciences, economics, sociology, education or a similar area; and own initiative.
- **Experience:** At least two years in similar position

- **Languages:** Proficiency in English and one of the other Bank official languages (Spanish, French or Portuguese) is required.

Key skills:

- Learn continuously.
- Collaborate and share knowledge.
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- Innovate and try new things.

Requirements:

- **Citizenship¹:** Choose one of the following.

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IDB Invest: You are either a citizen, a resident or hold a legal permit to work in XXX without the need for sponsorship by the IDB Invest.

- **Consanguinity:** You have no family members (up to the fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB, IDB Invest, or IDB Lab.
- **Remote Modality:** The selected candidate will not provide services from the Bank's office and will not be provided a physical space on the premises of the Bank's Country Office. The candidate selected will be responsible for setting up the space, and for having the equipment, internet, and phone accesses to accomplish these TORs, outside the Bank's office. Access to the Bank's systems will be arranged in coordination with the Bank.

Type of contract and duration:

- **Type of contract:**
- **Length of contract:** XXX months.
- **Work Location:** Choose an item.

What we offer

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- **Hybrid** and **flexible** work schedules.
- **Health and wellbeing:** Access to our Health Services Center which provides preventive care and health education for all employees.
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¹ For National Remote Consultant: Argentina, Barbados, Bahamas, Belize, Bolivia, Brazil, Chile, Colombia, Costa Rica, Dominican Republic, Ecuador, El Salvador, Guatemala, Guyana, Haiti, Honduras, Jamaica, Mexico, Nicaragua, Peru, Panama, Paraguay, Suriname, Trinidad & Tobago, Uruguay.