

Terms of Reference for a Junior Professional Associate (JPA) position at the World Bank's LCSHE unit (Education Sector, Latin America and the Caribbean Region)

Interested candidates should send their CV (maximum 2 pages, including birth date, e-mail address and telephone number), a one-page cover letter, and a single-authored writing sample in English (paper, report, thesis, etc. – no extension limit) to lcsherecruits@gmail.com. Applications will be accepted until June 25 or until the position is filled. Only shortlisted candidates will be contacted.

Background and objectives

The World Bank's Education unit in the Latin America and the Caribbean Region is looking for a person to serve as a Junior Professional Associate (JPA) in a diverse set of analytical and operational tasks.

The JPA Program offers talented young people the opportunity to gain first-hand experience and knowledge of development aid and the mission of the World Bank. The JPA is a two-year program that launches the candidate for further careers in the academic, research, public or private sectors outside the Bank. There are, however, strict eligibility requirements for this program (most notably, being 28 years old or younger at start date). For more information on the JPA Program please visit: <http://go.worldbank.org/MJAS6A4AZ0>.¹

Scope of the work

The JPA will work full-time on a wide range of tasks and teams for the improvement of education in Latin America and the Caribbean. Typical tasks include helping design and supervise development projects, drafting project reports, performing statistical analyses and presenting results, conducting both academic and policy research, liaising with policymakers, organizing workshops, etc. The JPA will be expected to work flexibly on a wide range of assignments, both independently and as part of several teams, and to multi-task with an orientation to results.

Requirements

- ✓ Bachelor's degree in Economics, Public Policy, Development, or other relevant discipline, with superior academic record.
- ✓ Some work experience in research, policy, development, or a related field (particularly if the candidate does not hold a masters degree).
- ✓ Excellent written and oral communication skills in English, plus Spanish and/or Portuguese.
- ✓ Quantitative skills and proficiency in the use of Excel. A command of Stata would be an advantage.
- ✓ Outstanding inter-personal and organizational skills, client-orientation, diplomatic skills, mature judgment, ability to collaborate with others in a multi-cultural environment, capacity to manage multiple tasks, identify and respond to needs as they arise, and remain flexible and self-motivated in a dynamic, fast-paced work environment.
- ✓ Availability to work in Washington, D.C., full-time, starting in the summer of 2013.
- ✓ Willingness to travel if necessary.

Other desirable characteristics of the JPA

- ✓ Masters degree in a relevant discipline.
- ✓ Familiarity with education policy and economics.
- ✓ Familiarity with Latin America and the Caribbean.

¹ Note that there is no need to fill in the online application at this stage – submitting your CV and writing sample to the e-mail address indicated above will suffice.