ORGANISATION
FOR ECONOMIC
CO-OPERATION
AND DEVELOPMENT

ORGANISATION DE
COOPÉRATION ET
DE DÉVELOPPEMENT
ÉCONOMIQUES

Job description
Junior Professional Officer, Grade PAL4
Multilateral Organisation Performance Assessment Network

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 Multilateral Organisation Performance Assessment Network (MOPAN) is an independent network of 22 member states who work together – as responsible shareholders and funders – to improve the performance of the multilateral system, making it stronger, better and smarter. The Network is serviced by a Secretariat which is hosted by the OECD. Together, MOPAN members provide USD 100 billion in annual contributions to and through the multilateral system – the majority of the system's ODA funding. MOPAN is therefore well-positioned to support member states to push greater effectiveness in the multilateral system, helping organisations that they fund to become more fit-for-purpose, relevant and results-focused – through accountability and learning.

MOPAN is looking for a dynamic and enthusiastic Policy Analyst to join the MOPAN Secretariat to contribute to MOPAN's new strategic phase. The selected candidate would be required to bring a good knowledge of the multilateral system and organizational performance. They will be able to analyse complex and wide-ranging information and data and produce high-quality written materials tailored to different types of stakeholders. Strong conceptual, analytical and data management skills as well as strong interpersonal and communications skills are essential.

Main Responsibilities

Assessments
The core of MOPAN's work are its independent performance assessments of the organisational effectiveness of major multilateral organisations. The MOPAN approach and methodology is unique in the multilateral system in its ability to provide a holistic view of the performance of organisations with critical mandates to address today's global challenges.

Working closely with MOPAN Assessment Managers, the JPO will:
- Contribute to the design and delivery of high quality and impactful organisational assessments.
- Carry-out desk-based reviews of organisations to understand the strategic context of the assessment and any need for adaptations to the standard MOPAN approach.

Insights
MOPAN assessments offer a deep and broad evidence base for understanding system-wide performance in a number of topical areas – these are called MOPAN Insights. For example, recent MOPAN Insights focused on the multilateral response to climate change and the prevention of sexual exploitation, abuse and harassment.

Working closely with MOPAN Assessment Managers, the JPO will:
- Conduct research and analysis on common trends and challenges of multilateral performance for MOPAN's Insights products.

MOPAN 4.0

In 2024, MOPAN is revising its approach and methodology to ensure it continues to be adapted to the accountability and learning needs of multilateral organisations, their funders and other stakeholders.

Working closely with MOPAN's Assessment Team Lead, the JPO will:
- Support the piloting of the new methodology in a number of assessments and gather, analyse and communicate lessons learned to support the finalisation of the new methodology (MOPAN 4.0).

MOPAN Data Platform

In 2025, MOPAN will be designing a new online performance information portal to serve as a public repository of MOPAN's data on multilateral performance. This is a business-critical project to enhance the impact of MOPAN's performance evidence by providing relevant and timely information to users. It has the potential to dramatically increase efficiency and the overall value of MOPAN performance evidence to its members and other stakeholders.

Working closely with MOPAN's Data Analyst, the JPO will:
- Support the development of the new platform including by gathering and analysing user needs for different types of data and functionalities.

Network Management Support

MOPAN is an inclusive and growing Network, with members having an influential voice across the multilateral system. Following the agreement of a new MOPAN medium-term strategy, the MOPAN Secretariat will deepen its engagement with members and multilateral stakeholders to provide performance information in response to their needs, support discussions at the MOPAN Steering Committee and provide greater impact.

Working closely with MOPAN's Network Management Lead, the JPO will:
- Support the Network Management function including smooth and effective delivery of MOPAN Steering Committee meetings and engagement with representatives of MOPAN stakeholders.

Ideal Candidate Profile
Academic Background
- An advanced university degree in international affairs/relations, development, political science, public administration, economics, statistics or other related fields.

Professional Background
- A minimum of two years of relevant experience in an organisation working in the field of international cooperation.
- Experience in evaluation and/or other types of research, including desk-based reviews and interviews, and the ability to analyse complex sets of data and translate technical information into clear, concise and policy-relevant messages.
- Experience in data management and data visualization.
- Familiarity with work related to the multilateral system and multilateral performance would be an

advantage.

- Specialist knowledge of one or several policy themes relevant to international cooperation (e.g. international aid, climate change, fragility and conflict, health and, education amongst others) would be an advantage.

Tools
- Proficiency in the use of standard (Microsoft Office) software applications.
- Knowledge of data management and visualization tools would be an advantage.

Skills
- Strong research and analytical skills.
- Excellent drafting ability in English.
- Excellent oral communication skills.

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 other languages 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 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 please refer to levels 1-3 in the OECD Core Competencies.

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

What the OECD offers
- Monthly base salary starting from 5,741.55 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.