



## Donor Funded Staffing Program

<b>TOR No:</b>	<b>2020-039</b>
<b>Title:</b>	<b>Junior Professional Officer</b>
<b>Grade:</b>	<b>UC</b>
<b>Division/VPU:</b>	The Inspection Panel (IPN)
<b>Duty Location:</b>	Washington, D.C.
<b>Appointment Type and Duration:</b>	Two-year Term Appointment

### **BACKGROUND**

The Inspection Panel was created in September 1993 by the Board of Executive Directors of the World Bank. It is an independent accountability mechanism for people and communities who believe they have been or will likely be adversely affected by a World Bank-financed project. The Panel carries out independent investigations of Bank-financed projects to determine whether the Bank is in compliance with its operational policies and procedures, and reports related findings to the Board of Executive Directors. It is an impartial fact-finding body, independent from the World Bank management and staff. The Inspection Panel is supported by a small professional Secretariat.

The Inspection Panel serves two important accountability functions. It provides a forum for people, including those who are often poor and vulnerable, to seek recourse for harm which they believe result from Bank-supported operations. As such, the Panel is a “bottom-up” or citizen-driven accountability mechanism that responds to grievances and demands for redress. This promotes more inclusive and sustainable development by giving project-affected people a greater voice in Bank-financed projects that impact them. And second, it provides an independent and impartial assessment of claims about harm and related non-compliance with Bank policies as a check-and-balance for the Board and other concerned stakeholders. This contributes towards institutional learning and helps to improve development effectiveness of World Bank operations.

### **DUTIES AND RESPONSIBILITIES**

The Inspection Panel is seeking to recruit a highly qualified Junior Professional Officer (JPO) in the Inspection Panel Secretariat in WBG Headquarters, Washington, D.C. The JPO will assist the Panel with its work concerning cases/complaints, especially in assessing compliance of projects against issues related to the Bank’s environmental and social policies, and in understanding the use of environmental and social assessments methodologies across a range of sectors and country contexts.

In this context, the JPO’s activities will include, but not be limited to the following:

- Assistance with preparing Inspection Panel documents related to all phases of the Panel process;
- Contribute to the development of high-quality work products that clearly and logically frame the matter at hand;
- Assistance in ongoing Panel cases through the review, summary, and analysis of Bank documents (including the application of World Bank environmental and social policies) and to present these in a logical and clear format.
- Assist the Panel team with logistical arrangements during the planning of missions;

- Follow up and research Bank financed projects that have been reviewed or investigated by the Panel, including reviewing progress in the implementation of action plans submitted by Management with regard to Panel investigations;
- Assistance in carrying out research distilling lessons from the Panel's findings relating to environmental and social safeguards over the years;
- Assistance with outreach activities;
- Support the implementation of the Panel's strategic plan as determined by the Panel;
- Assistance to the Panel in updating the bibliography of articles and other publications written on the Inspection Panel, and the Panel's website;
- Researching developments in accountability in International Financial Institutions (IFIs), commercial banks, and other relevant institutions;

In the performance of his/her duties, the JPO will work under the guidance and supervision of the Panel's Executive Secretary, as well as the official of the Secretariat who is responsible for the assignment in question.

**Note:** The selected candidate will not be assigned to programs involving his/her own government such as donor coordination and trust fund management.

### **SELECTION CRITERIA**

- Master's degree in social development, environmental studies, legal or international development with at least two years of professional experience (3 years preferred);
- Familiarity with World Bank policies and procedures and business practices including its safeguard policies would be an advantage;
- International work experience would be an advantage. Field experience in developing countries is a plus;
- Experience working with a wide range of stakeholders, NGOs, private sector international organizations, development partners and/or with the government will be an advantage;
- Strong research and analytical skills to analyze and synthesize diverse information sources and draw conclusions from the available data;
- Ability to manage multiple tasks simultaneously under tight deadlines;
- Demonstrated ability to adapt to changing circumstances, organize and prioritize deliverables, and maintain attention to detail;
- Strong interpersonal, listening and communication skills including the ability to relate well with a wide range of internal and external parties;
- Ability to communicate effectively and concisely in spoken and written English. Additional language skills are desirable;
- Proven ability to work effectively as a member of a multi-disciplinary and multi-cultural team with minimal supervision;
- Enthusiasm for, and commitment to development work; willingness to travel.