



IMF Caribbean Technical Assistance Centre

VACANCY ANNOUNCEMENT: ECONOMIST / ECONOMIC ANALYST

The International Monetary Fund (IMF) Caribbean Technical assistance Centre (CARTAC) based in Barbados is seeking to hire an Economist/Economic Analyst (distinction will depend on relevant experience: see below) to support the work of the Centre.

Organizational Setting. [CARTAC](#) was established in 2001 as a collaborative venture between the International Monetary Fund (IMF), member countries, and bilateral and multilateral development partners to assist its member countries in implementing reforms to address macroeconomic challenges and to build stronger government institutions in charge of macroeconomic and financial policies. The Centre provides capacity development (CD) to member country authorities in the fiscal, financial, general macroeconomic, and statistics areas. Technical assistance and training activities are tailored to the needs of CARTAC's 23 member countries.

Responsibilities and Duties. Under general guidance and supervision of the CARTAC Director, the Local Economist/Economic Analyst carries out the following responsibilities and duties:

- Prepares the annual workplan and budget and monitors their execution in close collaboration with the Centre's 12 resident advisors and counterparts in the IMF Western Hemisphere Department (WHD) and the Capacity Development Departments based in Washington, DC.
- Prepares the following reports on the Centre's activities:
 - the [quarterly newsletter](#),
 - the [annual report](#), in close collaboration with the Centre's resident advisors.
 - the semi-annual presentations of the Director to the Steering Committee, where all the Centre's stakeholders sit,
 - the country CD reports for the annual meeting with the WHD country teams, and
 - the annual country reports on results for the member countries.
- Supports the implementation of the IMF results-based management (RBM) framework by the Centre's resident advisors. This involves:
 - helping the resident advisors to improve RBM implementation in their country projects,
 - providing periodic reports on results to resident advisors, WHD country teams, member countries, and the Steering Committee,
 - reviewing country projects RBM logical frameworks for completeness, including ensuring that gender and climate indicators are included, and
 - working closely with IMF headquarters on addressing RBM issues encountered by the Centre's resident advisors.
- Supports the implementation of the IMF Capacity Development Management and Administration Program (CDMAP) by the Centre's resident advisors and administrative coordinators. CDMAP is the integrated information system developed by the IMF to plan, implement, monitor, and report on CD activities, This involves:
 - helping the resident advisors and administrative staff on various CDMAP functionalities,
 - using CDMAP capabilities for reporting on the Centre's CD activities, and
 - working closely with IMF headquarters on addressing issues encountered by the Centre's



resident advisors when working with CDMAP.

- Develops and implements the Centre's communication strategy on social media.

Competencies. The selected candidate will be expected to demonstrate:

- Ability to interpret and present statistical information in tabular and graphic formats.
- Data management skills to work effectively with large databases.
- Communications skills (listening effectively, speaking persuasively, writing clearly and concisely) in the performance of a job.
- Understanding of development challenges of countries in the Caribbean region.
- Ability to plan and organize work assignments independently within agreed objectives.
- Proven ability to anticipate, adjust to and prioritize a variety of complex, evolving tasks.
- Ability to deal effectively and diplomatically with member countries' officials, donors, resident advisors, administrative staff, and IMF colleagues in Washington, DC.
- Ability to promote teamwork and collaboration to achieve the Centre's objectives.

Qualifications and Experience:

- Master of Arts (MA) in macroeconomics, financial economics, or relevant fields, e.g., international economics, monetary economics, public finance, econometrics, labor economics, political economy, or international trade and finance, business administration, or equivalent combination of education and experience.
- Five or more years of relevant work experience (e.g., central bank, ministry of finance, national statistical office, development agency, ...) or equivalent experience (for Economist level); two or more years of relevant work experience (for Economic Analyst level).
- Advanced knowledge of the Microsoft Office package (Excel, Word, PowerPoint).
- Digital and social media skills are not required but will be an asset.

Tenure and Remuneration. This vacancy shall be filled by a one (1)-year term appointment in the first instance, but the contract can be renewed multiple times. The IMF offers remuneration and benefits commensurate with the level of the position and in line with the market.

Start date. To be confirmed.

How to apply. Candidates should apply to Lisa Squires (LSquires@imf.org), Office Manager, CARTAC including their curriculum vitae and two (2) recent original letters of reference. The closing date for applications is **Friday March 15, 2024**. Only short-listed candidates will be acknowledged.