



IDB – INTER-AMERICAN DEVELOPMENT BANK

Associate Professional Officer - Chiffre Nr. 2024-2-58

1. General Information

Post-Title: Associate Professional Officer

Unit/Agency: Advisory and Service Division: Gender and Diversity

Duty Station: Washington D.C., USA

Type of Contract: Consultant Full-Time /Associate Professional Officer (APO)

Duration: 24 months

Please note that for participants of the JPO-Programme two years work experience are mandatory! Relevant work experience can be counted. In order to assess the eligibility of the candidates, we review the relevant experience acquired after obtaining the first university degree (usually bachelor's degree).

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.

2. About this position

We are looking for an Associate Professional Officer (APO) with an academic background in Gender and Diversity to be hired under the consultant modality for IDB Invest.

The Department of Strategy and Development (DSP) primary role is to lead IDB Invest efforts to create, implement and sustain its strategic vision and achieve development impact and additionality. DSP delivers on: (a) Development Effectiveness, (b) Strategic Planning and Knowledge Management, (c) Social, Environmental, and Governance, (d) Advisory Services, and (e) Corporate Affairs.

The Advisory Services Division (ADV) works closely with the different Departments of IDB Invest to prepare impactful projects, mainstreaming sustainability considerations, supporting champions in specific sectors through knowledge products and outreach activities, and influencing the market through publications, conferences, and other activities. These products include gender, diversity and inclusion, public-private partnerships, climate change, sustainability and MSMEs as well as digitalization.

The assigned person will perform the responsibilities described hereafter as an Associate Professional Officer (APO) under the Inter-Institutional Agreement between the Federal Republic of Germany and the Inter-American Development Bank.

3. What you'll do:

The APO will support the work of the Advisory Services Division through the following activities:

- Support the implementation of our gender mainstreaming efforts with private sector clients across sectors such as energy, agribusiness, tourism, digital economy, transport, manufacturing, financial institutions, etc..
- Provide advisory support to IDB Invest clients in Latin American Countries across sectors to develop and implement gender equity and diversity inclusion strategies surfacing opportunities in their talent, leadership, markets, and value chains.
- Participate in the development of context/sector-specific and ambitious Key Performance Indicators (KPI) for transactions that include gender-focused performance-based incentives.
- Compile knowledge relevant to the private sector on best practices for closing gender gaps, and improving business performance.
- Monitor clients' gender and diversity inclusion programs, in line with action plans agreed with them, and provide advisory support for any corrective measures that may be needed.
- Support the development and delivery of training/workshops programs for clients and/or investment officers in gender mainstreaming, gender equality best practices, and other relevant topics.
- Collaborate with relevant stakeholders to amplify the work of gender, diversity, and inclusion.
- Support donor reporting from technical assistance work on gender and diversity topics.
- Contribute inputs for the corporate gender and diversity annual report including gender mainstreaming results, knowledge, and outreach efforts.
- Participate in the development of knowledge products and thought leadership on relevant topics.
- Conduct research on the intersection of gender and diversity with climate and sustainability topics to draw best practices and create advisory offerings that target intersectional goals.
- Collaborate closely with internal teams to amplify IDB Invest's diversity and inclusion.

4. What you'll need:

Education:

- **Master's degree** in Gender Studies, Economics, International Development, Public and/or International Affairs, Finance, Business Administration, Human Resources, Communications, or related fields with a focus on Gender and Diversity.
- **Experience:** Having at least two years of professional experience working on projects related to Gender and Diversity with private sector companies, consultancy firms, or development institutions.
- **Languages:** Be fluent in both English and Spanish. Competency in a third official language of the Bank (French or Portuguese) is a plus.

Key skills:

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

Requirements:

- **Citizenship:** Must be a citizen of Germany.
- **Age:** Be under 33 years of age as of January 1st of the year of the proposed contract start date.
- **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.
- Be **exempt from any military obligation** for the duration of the program.

5. 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.
- **Leaves 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.
- **Assistance with relocation and visa applications** for you and your family when it applies.
- **Hybrid** and **flexible** work schedules.
- **Development support:** We offer learning opportunities to boost your professional profile such as seminars, 1:1 professional counseling, and much more.
- **Health and wellbeing:** Access to our Health Services Center which provides preventive care and health education for all employees.
- **Other perks:** Lactation Room, Daycare Center, Gym, Bike Racks, Parking, and others.

6. 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 accommodations to complete this application.

Our Human Resources Team reviews carefully every application.

7. 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.

8. About IDB Invest

IDB Invest, a member of the IDB Group, is a multilateral development bank committed to promoting the economic development of its member countries in Latin America and the 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.

**Bitte senden Sie Ihre JPO-Bewerbung direkt an das
Büro Führungskräfte zu Internationalen Organisationen (BFIO)
unter Angabe der Chiffre Nr. 2024-2-58 auf dem
Bewerbungsbogen**

Alle Informationen finden Sie unter www.bfio.de