

## Vacancy Notice

### ITUC/Global Unions Washington Office: Economic Research Officer

The ITUC/Global Unions Washington Office is a joint office of the International Trade Union Confederation and the Global Unions Federations (GUFs). We are seeking to fill the full-time position of Economic Research Officer.

The Office keeps the international trade union movement informed of policy developments of the International Financial Institutions (IFIs) and advocates for trade union priorities including workers' rights, sustainable development and reducing inequality. The work of the Office is focused on the Washington-based International Monetary Fund and World Bank, and on other IFIs including the regional development banks. The ITUC has affiliated organizations in 163 countries and territories that represent 207 million trade union members.

#### Responsibilities:

- Research and prepare Global Unions' policy statements, information briefs and public and media communications on the policies and activities of the IFIs and on global economic and social policy and development questions of concern to labour unions
- Research and prepare submissions to the IFIs on specific policies, projects and national programmes that are of concern to trade unions, including economic and labour market policies and compliance with IFI labour standards
- Monitor IFI programmes that have impact on workers, including investments and labour-related conditionality in loan agreements, and inform the ITUC, GUFs and ITUC affiliates as needed
- Respond to research requests from affiliates and provide analytical support for engagement between trade union affiliates and the IFIs
- Organize meetings with the IFIs or conferences and training programmes on IFI themes for international trade union delegations and participate, as needed
- Develop and maintain relations with IFI officials, research institutes and non-governmental and civil society organizations and networks on IFI and trade union themes and take part in activities on behalf of the Office
- Participate in the design and implementation of campaigns and communications strategies on IFI themes
- Participate in office administration and management tasks including the preparation of regular administrative reports on the activities of the Office
- The Research Officer will work under the supervision of the Director of the ITUC/Global Unions Washington Office

#### Skills required:

- Experience in and/or demonstrated knowledge of the role and function of the trade union movement, particularly at the international level
- University-level education in economics, international affairs, labour studies or similar fields, or a combination of relevant experience and training. A capacity for economic analysis is preferred

- Strong advocacy and negotiating skills
- Demonstrated knowledge about and/or research experience in international economics, development policy and IFIs
- Excellent writing and verbal skills in English; good knowledge of French or Spanish, with skills in both these languages and other languages an asset
- Flexibility and ability to work in a small team and under pressure to meet tight deadlines, with strong attention to detail
- Familiarity with or experience in basic accounting and office management and administrative procedures and good knowledge of information technologies
- Availability to undertake international travel as required

Our organization is an Equal Opportunity Employer

We offer an attractive salary and benefits package

**Applications:** Please indicate if you are legally authorized to work and reside in the United States. Applications should be sent by e-mail, together with a CV, before 10 December 2018 to:

Leo Baunach

E-mail: [leo.baunach@ituc-csi.org](mailto:leo.baunach@ituc-csi.org)