



INTERNATIONAL  
COFFEE  
ORGANIZATION



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### Post of Junior Economist

1. The Executive Director presents her compliments and wishes to inform Members and members of the Private Sector Consultative Board that the Organization is recruiting for the post of Junior Economist.
2. The Job Description for the post, together with the necessary information for applicants, is attached.
3. The ICO will only accept duly completed applications including a motivation letter, a curriculum vitae using the designated templates (see below) and two references **not later than 19 January 2024**. Due to the high volume of applications, we receive, only applications short-listed for the post will be acknowledged.
4. You are kindly requested to bring this vacancy notice to the attention of qualified candidates.

**Junior Economist P-01/02**

<b>Posting Title:</b>	Junior Economist
<b>Grade Level:</b>	P-01/02
<b>Department/Office:</b>	Operations Division
<b>Duty Station:</b>	London, United Kingdom
<b>Type of contract:</b>	Fixed-term
<b>Estimated Start Date:</b>	As soon as possible
<b>Closing Date for Application:</b>	19 January 2024

**Responsibilities**
**CONTEXT**

The ICO Economics Section, within the Operations Division, is responsible for: (a) disseminating knowledge and fostering market transparency through analysis of relevant aspects of the coffee sector and the preparation of the ICO annual Coffee Development Report; (b) engaging with academia and other coffee-related research groups to carry out economic studies and reports on topics such as coffee prices and volatility, quality and safety, effects of tariffs and non-tariffs on the coffee trade, etc.; (c) providing inputs to external enquiries and ICO Members covering socioeconomic aspects of coffee production, sustainability and impacts of agricultural, trade and industrial policies; (d) drafting country coffee profiles to improve the visibility of individual ICO Members; and (e) contributing to the Operations Division's function of design, funds mobilization, supervision, monitoring and evaluation of coffee sector development projects, benefitting Member countries and their farming communities.

**DUTIES AND RESPONSIBILITIES**

The incumbent, under the direct supervision of the Chief Economist and reporting to the Head of Operations, will be responsible for research on coffee-related matters and specifically the following duties:

1. Contributing to the development and implementation of the ICO annual programme of activities in the area of economics, assisting in all matters relating to coffee economics and quantitative and econometrics analyses, including the development of methodologies and procedures for enhanced data

analysis and research,

2. Proactively conducting research and carrying out analytical and quantitative studies on the global coffee market, including socio-economic aspects of coffee production, transformation, trade, and disposal, sustainability and impacts of agricultural, trade, industrial and environmental policies and regulations.
3. Assisting in the conceptualization, drafting and revision of presentations, studies and documents, such as, reports for the Council and related bodies, the annual Coffee Development Report, the Monthly Coffee Market Reports, the ICO mandatory reports and other economic publications as well as inputs for ICO presentations and communications.
4. Carrying out research and analysis of third-party coffee programmes, strategies and policies, such as sustainability, sourcing, value addition and upgrading initiatives and plans.
5. Assisting in the preparation and supervision of coffee sector development projects, by preparing and maintaining up-to-date records of project work plans, budgets, inputs, outputs, objectives and achievement indicators.
6. Assisting in the organization of specialized conferences, seminars and other coffee-related events, including drafting of terms of reference and background papers.
7. Representing the Organization at conferences, seminars, workshops and similar events, preparing and presenting lectures and technical papers as required
8. Liaising with representatives of Members, subscribers, intergovernmental organizations, trade associations, commodity exchanges and private companies to ensure timely and effective provision of information on coffee economy and related matters.
9. Performing other related responsibilities, including replacing and/or backstopping for others within and outside the section as required.

#### **Level and purpose of contacts**

##### **Inside the Organization –**

Contacts with staff at all levels to exchange information on the scope of work of the economics sections on all aspects of coffee economics and project development, implementation and evaluation.

##### **Outside the Organization –**

Contacts with Members, partners and other stakeholders to collect and provide information, to give advice and information, and respond to queries including academia and research institutions.

Skill and Behaviour Requirement	Required Qualifications
Education and Experience	<ul style="list-style-type: none"> <li>- University degree in economics, agricultural economics, quantitative analysis, development studies or a related field.</li> <li>- Experience in quantitative analysis/econometric techniques (time series and/or panel data analysis) using statistical software (e.g. STATA, R, SPSS).</li> <li>- Knowledge of global agricultural markets, especially the coffee market, would be an advantage.</li> <li>- Experience in drafting reports and editing technical texts for publication.</li> </ul>
Language(s)	<ul style="list-style-type: none"> <li>- Excellent command of the English language, oral and written.</li> <li>- Knowledge of at least one of the other official languages of the Organization (Spanish, Portuguese and French) would be a strong asset.</li> </ul>
Specialised Knowledge	<ul style="list-style-type: none"> <li>- Ability to maintain good relations with staff and external contacts, especially with academia and research institutions</li> <li>- Initiative, tact and ability to work under pressure and to strict deadlines.</li> <li>- Good organizational skills and ability to work in a team.</li> </ul>

How to apply
<p>The ICO only accepts duly completed applications sent to <a href="mailto:ed@ico.org">ed@ico.org</a> by 19 January 2024 with:</p> <ol style="list-style-type: none"> <li>1. A motivation letter,</li> <li>2. A curriculum vitae using one of the following templates: <a href="https://europa.eu/europass/en">https://europa.eu/europass/en</a> or <a href="https://europass.cedefop.europa.eu/editors/en/cv/compose">https://europass.cedefop.europa.eu/editors/en/cv/compose</a> (online and saved),</li> <li>3. Two references.</li> </ol> <p>Only shortlisted candidates will be contacted. For further information please refer to: <a href="http://www.icocoffee.org">http://www.icocoffee.org</a></p>
<p><b>No Fee:</b></p> <p>The ICO does not charge a fee at any stage of its recruitment process (application, interview, processing, training or other fee). The ICO does not request any information related to bank accounts.</p>