

Associate Professional Officer - Independent Consultation and Investigation Mechanism (MICI)

Location: Washington, D.C., United States

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.

About the team

The Independent Consultation and Investigation Mechanism (MICI for its initials in Spanish) is the independent accountability mechanism of the Inter-American Development Bank Group (IDB, IIC, and MIF). It started operations in September 2010 and its operation is governed by the IDB and IIC MICI Policies that are currently in effect. The MICI is a last resort alternative for addressing the concerns of groups of individuals or communities who allege that they are or might be adversely affected by IDB Group-financed operations due to institutional non-compliance with its operational policies.

MICI is intended to be an accessible, responsive, and dynamic institutional resource to address stakeholder's requests with independence, efficacy, and efficiency. The Compliance Review Phase has the goal to investigate allegations impartially and objectively by Requesters that the IDB Group has failed to comply with its environmental and social Safeguards and has caused harm to complainants. Investigations must be approved by the Board of Directors, to which investigations and recommendations are presented.

About this position

We are looking for an Associate Professional Officer (APO), to be hired under the consultant modality of the Inter-Institutional Agreement between the Government of Austria and the Inter-American Development Bank, with an academic background in law, social or environmental impact assessment, or public policy.

You will work in the MICI team to assist the Compliance Review Phase in reviewing, organizing, and synthesizing researched information, and documenting analyses and findings to be used in cases under investigation.

The Compliance Review process is fact-finding in nature. It is not a judicial process and is not designed to establish guilt or innocence or to adjudicate fault or apportion blame among the various parties involved. The MICI only has a mandate to investigate allegations of noncompliance with Safeguards in a Group's financed operations. It does not have the mandate to investigate actions of governments, public entities, local authorities, Borrowers, Clients, Executing Agencies, or other lenders, sponsors, or investors in connection with the Bank-Financed Operation.

What you'll do:

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

- Conduct research and gather documentation and information including:
 - IDB Group-financed Operation related documents.
 - Applicable Bank Relevant Operational Policies.
 - Information and documents supplied by Requesters and other involved parties for a Request.
 - Summaries and pleadings regarding pending litigations or arbitrations.
 - International Accountability Mechanisms and international standards on topics related to a Request or as needed.
- Support in drafting terms of references, notifications, meeting minutes, and reports for the Compliance Review Phase as per the MICI's Policies and procedures.
- Support in procedures and activities related to Action Plans that result from Investigation Reports, as well as those related to monitoring such Action Plans as per request of the Boards of Directors.
- Review, organize, and synthesize researched information, documenting analyses and findings as needed.
- Assist and conduct fact-finding interviews with Bank staff, Requesters and other relevant stakeholders
- Assist in the supervision and follow-up of the implementation of MICI's recommendations contained in Compliance Review Reports.

- Participate in the drafting of guidelines and other documents connected with substantive and/or procedural aspects of MICI.
- Accompany the Phase Coordinator and/or Case Specialists in investigations missions.
- Along with the Phase Coordinator, provide training on MICI policy and procedural-related matters, as well as provide context-specific guidance to the Panel of Experts prior to initiation of formal investigation process.
- Provide support at the different stages of the Compliance Review Phase process, as needed.
- Monitor any political, economic, social, or cultural event or trends that may have an impact in the management of a case.
- Handle confidential information in an appropriate and sensitive manner
- If necessary, provide guidance and/or support to the Case Assistant on administrative and substantive matters to the Compliance Review Phase Coordinator and/or Case Specialists in the management of any given case and field missions as per MICI policies and procedures, and Bank policies and procedures.
- Support the preparation of presentations and documentation to the Board of Executive Directors and attend meetings with the Board as requested by MICI's Director.
- Ensure consistent use of Bank systems as applicable.
- Study the relevant operational policies and ensure an understanding of their application in Bank-financed operations.
- Support MICI's learning, stakeholder engagement, and communication as requested by the Coordinator.
- Compile lessons learned from the Compliance Review Phase management for the preparation of presentations and documentation for different audiences.
- Recommend changes to protocols, processes, and procedures to align to any major changes in business needs that may affect MICI's operations.
- Participate as MICI representative in internal and external forums, when required by the Director or Coordinator.
- Lead on aspects related to gathering and disseminating strategic information as requested.
- Support the Compliance Review Phase in centralizing knowledge on threats and reprisals, as well as continuing to advance areas related to this subject.
- Any other related activities deemed necessary by the Director.

What you'll need:

- **Education:** Master's degree or equivalent in law, social or environmental impact assessment, international development, public policy, or related fields. The degree must have been already awarded.
- **Experience:** Having at least two years of professional experience working on projects with government agencies, local partners, and multilateral institutions is desirable. Experience in research and the application of environmental and social safeguards and standards; as well as in the field of sustainable development. A special focus in Latin American and Caribbean countries would be desirable.
- **Languages:** Be fluent in both English and Spanish. Working knowledge of a third Bank official language (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 have Austrian citizenship.
- **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.

Type of contract and duration:

- **Type of contract:** Consultant (CNS) / Associate Professional Officer (APO)
- **Length of contract:** The APO position will be initially for twelve (12) months and could be extended up to 24 months. The renewal would be contingent on performance evaluation after the first year.
- **Work Location:** IDB Headquarters, Washington, D.C., U.S.A.
- **Supervisor:** Andrea Repetto Vargas, MICI Director (MEC/MEC)

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.

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.

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.

About IDB

We work to improve lives in Latin America and the Caribbean. Through financial and technical support for countries working to reduce poverty and inequality, we help improve health and education and advance infrastructure. Our aim is to achieve development in a sustainable, climate-friendly way. With a history dating back to 1959, today we are the leading source of development financing for Latin America and the Caribbean. We provide loans, grants, and technical assistance; and we conduct extensive research. We maintain a strong commitment to achieving measurable results and the highest standards of integrity, transparency, and accountability.

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