

**Title: LMK analysis and corroboration of social investment opportunities consultant**

**Background of this search:** LMK division is looking for a professional with analysis and investment background.

**The team's mission:** The Labor Markets Division (SCL/LMK) promotes more and better jobs in Latin America and the Caribbean. The IDB works to achieve regional goals in poverty reduction, equity of opportunities and improvement of labor productivity, through the strengthening of employment and training services, improvement in the design and scope of social security, and analysis of labor markets and labor information. To achieve these goals, the IDB is currently focusing on analytical work and projects in the following four main areas: Intermediation, Labor Training, Labor Force Migration and Social Security.

**What you'll do:**

- Map social investment projects already undertaken by existing and potential borrowers in the region
- Design methodology to evaluate social investment project feasibility with BRDE staff by evaluating project outcome and determining criteria for project success; design manual to include this in BRDE social investment product design guidelines
- Conduct focus group meetings with champion borrowers for social investment projects and test different product types with regards to market potential

**Deliverables and Payments timeline:**

Payments to the consultant shall be conducted in accordance with the following payment plan:

- 20% upon approval by the Bank of the social investment mapping
- 40% upon approval by the Bank of the products related to social investment project implementation with BRDE
- 40% upon approval by the Bank of the successful delivery of focus group meetings

**What you'll need:**

**Citizenship:** You are a citizen of one of our 48-member countries.

**Consanguinity:** You have no family members (up to fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB Group.

**Education:** MA degree in economics, finance, business administration or related field

**Experience:** Minimum of 5 years of experience in market research and analysis and/or project management with strong oral and written communication skills; strong analytical and reporting skills and the ability to respond in writing by providing clear, concise, timely and accurate information; proficient in Microsoft package applications

**Languages:** Portuguese with Spanish and/or English being advantageous.

**Core and Technical Competencies:** Must be results oriented and target driven; has strong analytical capacities, has the ability to build strategic relationships among stakeholders by asking clear, concise and relevant questions in order to obtain information from staff and other clients; shows flexibility and openness to differing ideas and solutions in highly complex situations regarding policies; procedures and reporting lines.

**Opportunity Summary:**

- Type of contract and modality: PEC
- Length of contract: 30 effective-work days (non-continuous) in a 3-month period
- Starting date: February 2020.
- Location: Rio Grande do Sul, Brazil
- Responsible person: Maria Victoria Fazio (SCL/LMK), [mfazio@iadb.org](mailto:mfazio@iadb.org)
- Requirements: You must be a citizen of one of the IDB's 48 member countries and have no family members currently working at the IDB Group.

**Our culture:** Our people are committed and passionate about improving lives in Latin-America and the Caribbean, and they get to do what they love in a diverse, collaborative and stimulating work environment. **We are the first Latin American and Caribbean development institution to be awarded the EDGE certification, recognizing our strong commitment to gender equality.** As an employee you can be part of internal resource groups that connect our diverse community around common interests.

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**Our team in Human Resources carefully reviews all applications.**

**Title: LMK promotion of credit lines consultant**

**Background of this search:** LMK division is looking for a professional with project management and public relations background.

**The team's mission:** The Labor Markets Division (SCL/LMK) promotes more and better jobs in Latin America and the Caribbean. The IDB works to achieve regional goals in poverty reduction, equity of opportunities and improvement of labor productivity, through the strengthening of employment and training services, improvement in the design and scope of social security, and analysis of labor markets and labor information. To achieve these goals, the IDB is currently focusing on analytical work and projects in the following four main areas: Intermediation, Labor Training, Labor Force Migration and Social Security.

**What you'll do:**

- Map a list of potential borrowers from public and private sectors at state and municipality level that may be interested in social infrastructure investment
- Design methodology to explore the appetite for credit from the tourism, health and labor areas and capture interest in report
- Carry out conferences and workshops to promote the existence of the credit line

**Deliverables and Payments timeline:**

Payments to the consultant shall be conducted in accordance with the following payment plan:

- 20% upon approval by the Bank of the interested borrower mapping
- 50% upon approval by the Bank of the report on credit appetite
- 30% upon approval by the Bank of the successful delivery of conferences and workshops to promote credit line

**What you'll need:**

**Citizenship:** You are a citizen of one of our 48-member countries.

**Consanguinity:** You have no family members (up to fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB Group.

**Education:** MA degree in foreign affairs, public relations, business administration or related field

**Experience:** Minimum of 5 years of experience in project management, public relations and/or event organization with strong oral and written communication skills; strong analytical and reporting skills and the ability to respond in writing by providing clear, concise, timely and accurate information; proficient in Microsoft package applications

**Languages:** Portuguese with Spanish and/or English being advantageous.

**Core and Technical Competencies:** Must be results oriented and target driven; has the ability to build strategic relationships among stakeholders by asking clear, concise and relevant questions in order to obtain information from staff and other clients; shows flexibility and openness to differing ideas and solutions in highly complex situations regarding policies; procedures and reporting lines; and has the ability to influence others by presenting ideas with confidence, energy and passion.

**Opportunity Summary:**

- Type of contract and modality: PEC
- Length of contract: 20 effective-work days (non-continuous) in a 4-month period
- Starting date: February 2020.
- Location: Rio Grande do Sul, Brazil
- Responsible person: Maria Victoria Fazio (SCL/LMK), [mfazio@iadb.org](mailto:mfazio@iadb.org)
- Requirements: You must be a citizen of one of the IDB's 48 member countries and have no family members currently working at the IDB Group.

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**Our team in Human Resources carefully reviews all applications.**

**Title: LMK information sharing events consultant**

**Background of this search:** LMK division is looking for a professional with project management and public relations background.

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**What you'll do:**

- Determine stakeholders within borrowers from public and private sectors at state and municipality level that are responsible for credit management (origination, execution, supervision)
- Design methodology to present exclusion, eligibility, ranking criteria to apply for funding
- Carry out information events to endow stakeholders with required knowledge on credit line procedures

**Deliverables and Payments timeline:**

Payments to the consultant shall be conducted in accordance with the following payment plan:

- 20% upon approval by the Bank of the stakeholder mapping
- 20% upon approval by the Bank of the presentation methodology
- 60% upon approval by the Bank of the successful delivery of information events

**What you'll need:**

**Citizenship:** You are a citizen of one of our 48-member countries.

**Consanguinity:** You have no family members (up to fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB Group.

**Education:** MA degree in foreign affairs, public relations, business administration or related field

**Experience:** Minimum of 5 years of experience in project management, public relations and/or event organization with strong oral and written communication skills; strong analytical and reporting skills and the ability to respond in writing by providing clear, concise, timely and accurate information; proficient in Microsoft package applications

**Languages:** Portuguese with Spanish and/or English being advantageous.

**Core and Technical Competencies:** Must be results oriented and target driven; has the ability to build strategic relationships among stakeholders by asking clear, concise and relevant questions in order to obtain information from staff and other clients; shows flexibility and openness to differing ideas and solutions in highly complex situations regarding policies; procedures and reporting lines; and has the ability to influence others by presenting ideas with confidence, energy and passion.

**Opportunity Summary:**

- Type of contract and modality: PEC
- Length of contract: 20 effective-work days (non-continuous) in a 4-month period
- Starting date: June 2020.
- Location: Rio Grande do Sul, Brazil
- Responsible person: Maria Victoria Fazio (SCL/LMK), [mfazio@iadb.org](mailto:mfazio@iadb.org)
- Requirements: You must be a citizen of one of the IDB's 48 member countries and have no family members currently working at the IDB Group.

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**Title: LMK project eligibility criteria consultant**

**Background of this search:** LMK division is looking for a professional with project management background.

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**What you'll do:**

- Explore potential projects from the social portfolio of BRDE that meet the eligibility criteria from existing sources.
- Review state and municipal plans and their match with social investment opportunities such as the Regional Councils of Development - COREDES – as in the case of Rio Grande do Sul and Paraná Cidades in Paraná.
- Create a database of potential projects categorized from highly like to unlikely.

**Deliverables and Payments timeline:**

Payments to the consultant shall be conducted in accordance with the following payment plan:

- 20% upon approval by the Bank of the identified social project portfolio
- 40% upon approval by the Bank of the review of development plans and potential match with investment opportunities
- 40% upon approval by the Bank of the project database

**What you'll need:**

**Citizenship:** You are a citizen of one of our 48-member countries.

**Consanguinity:** You have no family members (up to fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB Group.

**Education:** MA degree in foreign affairs, public administration, business administration or related field

**Experience:** Minimum of 3 years of experience in project management with strong oral and written communication skills; strong analytical and reporting skills and the ability to respond in writing by providing clear, concise, timely and accurate information; proficient in Microsoft package applications

**Languages:** Portuguese with Spanish and/or English being advantageous.

**Core and Technical Competencies:** Must be results oriented and target driven; has the ability to build strategic relationships among stakeholders by asking clear, concise and relevant questions in order to obtain information from staff and other clients; shows flexibility and openness to differing ideas and solutions in highly complex situations regarding policies; procedures and reporting lines; and has the ability to influence others by presenting ideas with confidence, energy and passion.

**Opportunity Summary:**

- Type of contract and modality: PEC
- Length of contract: 15 effective-work days (non-continuous) in a 2-month period
- Starting date: July 2020
- Location: Rio Grande do Sul, Brazil
- Responsible person: Maria Victoria Fazio (SCL/LMK), [mfazio@iadb.org](mailto:mfazio@iadb.org)
- Requirements: You must be a citizen of one of the IDB's 48 member countries and have no family members currently working at the IDB Group.

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**Title: LMK business operations manual consultant**

**Background of this search:** LMK division is looking for a professional with business and process management background.

**The team's mission:** The Labor Markets Division (SCL/LMK) promotes more and better jobs in Latin America and the Caribbean. The IDB works to achieve regional goals in poverty reduction, equity of opportunities and improvement of labor productivity, through the strengthening of employment and training services, improvement in the design and scope of social security, and analysis of labor markets and labor information. To achieve these goals, the IDB is currently focusing on analytical work and projects in the following four main areas: Intermediation, Labor Training, Labor Force Migration and Social Security.

**What you'll do:**

- Model the new business process flows comprising the technical aspects of fund application.
- Define exclusion, eligibility and ranking criteria, application procedures, and expenditure eligibility.

**Deliverables and Payments timeline:**

Payments to the consultant shall be conducted in accordance with the following payment plan:

- 50% upon approval by the Bank of the business process flows
- 50% upon approval by the Bank of the criteria catalogues

**What you'll need:**

**Citizenship:** You are a citizen of one of our 48-member countries.

**Consanguinity:** You have no family members (up to fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB Group.

**Education:** MA degree in economics, public administration, business administration or related field

**Experience:** Minimum of 7 years of experience in project management with strong oral and written communication skills; strong analytical and reporting skills and the ability to respond in writing by providing clear, concise, timely and accurate information; proficient in Microsoft package applications

**Languages:** Portuguese with Spanish and/or English being advantageous.

**Core and Technical Competencies:** Must be results oriented and target driven; has the ability to write concisely and explain procedures in simple words such that clients can understand technical aspects.

**Opportunity Summary:**

- Type of contract and modality: PEC
- Length of contract: 50 effective-work days (non-continuous) in a 6-month period
- Starting date: July 2020
- Location: Rio Grande do Sul, Brazil
- Responsible person: Maria Victoria Fazio (SCL/LMK), [mfazio@iadb.org](mailto:mfazio@iadb.org)
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**Title: LMK legal operations manual consultant**

**Background of this search:** LMK division is looking for a professional with legal and process management background.

**The team's mission:** The Labor Markets Division (SCL/LMK) promotes more and better jobs in Latin America and the Caribbean. The IDB works to achieve regional goals in poverty reduction, equity of opportunities and improvement of labor productivity, through the strengthening of employment and training services, improvement in the design and scope of social security, and analysis of labor markets and labor information. To achieve these goals, the IDB is currently focusing on analytical work and projects in the following four main areas: Intermediation, Labor Training, Labor Force Migration and Social Security.

**What you'll do:**

- Model the new business process flows comprising the legal aspects of fund application.
- Establish the legal norms to allocate resources for labor, health and tourism areas.

**Deliverables and Payments timeline:**

Payments to the consultant shall be conducted in accordance with the following payment plan:

- 50% upon approval by the Bank of the business process flows
- 50% upon approval by the Bank of the norm catalogue and requirements

**What you'll need:**

**Citizenship:** You are a citizen of one of our 48-member countries.

**Consanguinity:** You have no family members (up to fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB Group.

**Education:** MA degree in law, public administration, economics or related field

**Experience:** Minimum of 7 years of experience in legal administration and legal process design with strong oral and written communication skills; strong analytical and reporting skills and the ability to respond in writing by providing clear, concise, timely and accurate information; proficient in Microsoft package applications

**Languages:** Portuguese with Spanish and/or English being advantageous.

**Core and Technical Competencies:** Must be results oriented and target driven; has the ability to write concisely and explain procedures in simple words such that clients can understand legal aspects.

**Opportunity Summary:**

#### Annex A: Terms of Reference. BR-T1411.

- Type of contract and modality: PEC
- Length of contract: 50 effective-work days (non-continuous) in a 6-month period
- Starting date: July 2020
- Location: Rio Grande do Sul, Brazil
- Responsible person: Maria Victoria Fazio (SCL/LMK), [mfazio@iadb.org](mailto:mfazio@iadb.org)
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**Title: LMK financial operations manual consultant**

**Background of this search:** LMK division is looking for a professional with financial and process management background.

**The team's mission:** The Labor Markets Division (SCL/LMK) promotes more and better jobs in Latin America and the Caribbean. The IDB works to achieve regional goals in poverty reduction, equity of opportunities and improvement of labor productivity, through the strengthening of employment and training services, improvement in the design and scope of social security, and analysis of labor markets and labor information. To achieve these goals, the IDB is currently focusing on analytical work and projects in the following four main areas: Intermediation, Labor Training, Labor Force Migration and Social Security.

**What you'll do:**

- Model the new business process flows comprising the financial aspects of fund application.
- Establish the accountability procedures to oversee their execution following IDB guidelines.

**Deliverables and Payments timeline:**

Payments to the consultant shall be conducted in accordance with the following payment plan:

- 50% upon approval by the Bank of the financial process flows
- 50% upon approval by the Bank of the accountability guidelines

**What you'll need:**

**Citizenship:** You are a citizen of one of our 48-member countries.

**Consanguinity:** You have no family members (up to fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB Group.

**Education:** MA degree in finance, public administration, business administration or related field

**Experience:** Minimum of 7 years of experience in financial and program management with track-record in accounting and strong oral and written communication skills; strong analytical and reporting skills and the ability to respond in writing by providing clear, concise, timely and accurate information; proficient in Microsoft package applications

**Languages:** Portuguese with Spanish and/or English being advantageous.

**Core and Technical Competencies:** Must be results oriented and target driven; has the ability to write concisely and explain procedures in simple words such that clients can understand financial aspects.

**Opportunity Summary:**

- Type of contract and modality: PEC
- Length of contract: 50 effective-work days (non-continuous) in a 6-month period
- Starting date: December 2020
- Location: Rio Grande do Sul, Brazil
- Responsible person: Maria Victoria Fazio (SCL/LMK), [mfazio@iadb.org](mailto:mfazio@iadb.org)
- Requirements: You must be a citizen of one of the IDB's 48 member countries and have no family members currently working at the IDB Group.

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**Title: LMK business processes training consultant**

**Background of this search:** LMK division is looking for a professional with business management and capacity development background.

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**What you'll do:**

- Select less developed regions and stakeholders that may present complex projects.
- Prepare and execute trainings related to the mechanisms of fund application, mechanism of financial execution, conditions for interest rate differentials, procedures to deal with public-private projects.
- Evaluate training effectiveness.

**Deliverables and Payments timeline:**

Payments to the consultant shall be conducted in accordance with the following payment plan:

- 20% upon approval by the Bank of stakeholder and project mapping
- 60% upon approval by the Bank of the successful delivery of trainings of credit line functioning
- 20% upon approval by the Bank of the training evaluation report

**What you'll need:**

**Citizenship:** You are a citizen of one of our 48-member countries.

**Consanguinity:** You have no family members (up to fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB Group.

**Education:** MA degree in economics and finance, public administration, business administration

**Experience:** Minimum of 5 years of experience in public policy and capacity development with strong oral and written communication skills; strong analytical and reporting skills and the ability to present in a clear, concise, timely and accurate manner; proficient in Microsoft package applications.

**Languages:** Portuguese with Spanish and/or English being advantageous.

**Core and Technical Competencies:** Must be results oriented and target driven; has the ability to digest key information among stakeholders by presenting clear, concise and relevant knowledge to other clients; and has the ability to influence others by presenting ideas with confidence, energy and passion.

**Opportunity Summary:**

- Type of contract and modality: PEC
- Length of contract: 30 effective-work days (non-continuous) in a 6-month period
- Starting date: December 2020
- Location: Rio Grande do Sul, Brazil
- Responsible person: Maria Victoria Fazio (SCL/LMK), [mfazio@iadb.org](mailto:mfazio@iadb.org)
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**Our team in Human Resources carefully reviews all applications.**



**Title: LMK legal norms and processes training consultant**

**Background of this search:** LMK division is looking for a professional with legal and business management as well as capacity development background.

**The team's mission:** The Labor Markets Division (SCL/LMK) promotes more and better jobs in Latin America and the Caribbean. The IDB works to achieve regional goals in poverty reduction, equity of opportunities and improvement of labor productivity, through the strengthening of employment and training services, improvement in the design and scope of social security, and analysis of labor markets and labor information. To achieve these goals, the IDB is currently focusing on analytical work and projects in the following four main areas: Intermediation, Labor Training, Labor Force Migration and Social Security.

**What you'll do:**

- Select less developed regions and stakeholders that may present complex projects.
- Prepare and execute trainings related to the legal norms to allocate resources and the accountability procedures to oversee the execution of funding across the state and municipalities.
- Evaluate training effectiveness.

**Deliverables and Payments timeline:**

Payments to the consultant shall be conducted in accordance with the following payment plan:

- 20% upon approval by the Bank of stakeholder and project mapping
- 60% upon approval by the Bank of the successful delivery of trainings of legal norms for credit line functioning
- 20% upon approval by the Bank of the training evaluation report

**What you'll need:**

**Citizenship:** You are a citizen of one of our 48-member countries.

**Consanguinity:** You have no family members (up to fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB Group.

**Education:** MA degree in economics and finance, law, public administration, business administration

**Experience:** Minimum of 5 years of experience in public policy, law and capacity development with strong oral and written communication skills; strong analytical and reporting skills and the ability to present in a clear, concise, timely and accurate manner; proficient in Microsoft package applications.

**Languages:** Portuguese with Spanish and/or English being advantageous.

**Core and Technical Competencies:** Must be results oriented and target driven; has the ability to digest key information among stakeholders by presenting clear, concise and relevant knowledge to other clients; and has the ability to influence others by presenting ideas with confidence, energy and passion.

**Opportunity Summary:**

- Type of contract and modality: PEC
- Length of contract: 30 effective-work days (non-continuous) in a 6-month period
- Starting date: March 2021
- Location: Rio Grande do Sul, Brazil
- Responsible person: Maria Victoria Fazio (SCL/LMK), [mfazio@iadb.org](mailto:mfazio@iadb.org)
- Requirements: You must be a citizen of one of the IDB's 48 member countries and have no family members currently working at the IDB Group.

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