



Please note this statement is for information only and does not form part of a contract. This list is not exhaustive and you will be expected to undertake such duties as may be assigned to you from time to time. Employees are expected to be flexible in their work in order to deliver the objectives of the organisation.

ROLE PROFILE

Job Title:	Gender Equality and Macroeconomics (GEM) Project Lead
Contract type:	Full-time permanent
Grade/ starting salary	Band D – £40,906-42,144
Reporting to:	Coordinator (Luiz Vieira)
Team/Dept	Bretton Woods Project (PAP)

Context

The Bretton Woods Project envisions a global economic system that operates on the primary principles of justice, equity, gender equality, human rights and environmental sustainability, with international institutions that are democratic, inclusive, transparent, accountable, and responsive to citizens, especially the poorest and most vulnerable.

The Bretton Woods Project focuses on the World Bank and the IMF to challenge their power and open space for civil society and social movements to contribute to the development of policies that are gender transformative, equitable, environmentally sustainable and consistent with international human rights norms. We do this because the Bank and Fund remain global opinion formers, funders and influential proponents and enforcers of economic and development policies.

We act as a watchdog by monitoring the Bretton Woods Institutions (BWIs, the World Bank and IMF), with a particular focus on the impact of Bank and Fund policies and activities on the environment, human rights and democratic governance. We build and maintain an information and evidence base and are a credible critical voice on the work of the Bank and Fund and on their role in the broader international finance landscape. We amplify the voices of marginalised communities, social movements and civil society partners and act as interlocutors amongst international financial institutions and government officials and civil society partners. BWP's Gender Equality and Macroeconomics (GEM) Project challenges the ways in which macroeconomic policies promoted by international financial institutions, in particular the IMF and World Bank, undermine women's rights and gender equality.

Purpose of the role

Under the direction of the Project Coordinator, the post holder's primary responsibility will be to manage BWP's ongoing GEM Project and lead BWP's work on gender equality and women's rights.

The GEM Project is led by BWP and delivered in partnership with the Gender and Development Network, the Latin American Network for Economic and Social Justice, and the International Women's Rights Action Watch Asia Pacific. The role will entail overall management of the GEM project with a focus on the delivery of quality and timely project outputs in accordance with donor agreements, especially focusing on overall coordination, IMF-targeted advocacy and strategic planning, to bring about sustainable, transformative change. The role includes representing the GEM Project and BWP in engagements with senior-level government, IFI officials and a wide variety of civil society partners. The role also requires line management and budget management.

In coordination with BWP's Financialisation and Human Rights Lead, the post holder will also maintain a broad monitoring brief over the IMF across multiple economic justice themes and facilitate critical CSO engagement with the IMF. The GEM Project Manager will form a key part of the BWP team and will be expected to participate actively in working towards the achievement of the BWP's goals, including the delivery of team outputs and the general running of the office.

Key Relationships

- *Bretton Woods Project team*
- *External suppliers/donors*
- *Civil society partners*
- *Academics and other researchers*
- *Officials in International Financial Institutions (IFIs) and governments*
- *ActionAid UK administrative teams*

Key tasks	Key elements	% time
GEM Project Management & Advocacy	<ul style="list-style-type: none"> Manage all aspects of the GEM Project to ensure the quality and timely implementation of the Project in accordance with agreed strategies and objectives. Track and report on developments in the IMF, feminist economist and women's rights spheres to strategically capitalise on advocacy opportunities and deepen relationships with civil society partners working on economic justice and women's rights. Assume principal responsibility for the relationship with GEM project partners, including running an <i>ad hoc</i> small grants programme. Design, carry out and evaluate policy advocacy strategies targeted at the IMF and World Bank that meaningfully challenge their macroeconomic approaches, and work towards an enabling macroeconomic environment for women's rights and gender equality. Design and undertake strategic research and develop a robust evidence base that facilitates advocacy efforts in the field of gender equality and macroeconomic policy in relation to the IMF and World Bank. Manage relationships with key IMF, World Bank and government officials Line-manage the BWP Project Officer and ensure strong coordination of the post with the Financialisation and Human Rights Lead Manage the GEM Project's budget and ensure compliance with financial and narrative reporting requirements. 	(50%)
Network support and outreach	<ul style="list-style-type: none"> Work closely with the Financialisation and Human Rights Lead to compliment joint monitoring and advocacy efforts. Support civil society in explaining how the Fund and Bank operate and contextualise the role of the Fund and Bank within the wider international financial landscape, and facilitate CSO engagement with the BWIs, including organising meetings with IMF board members. Establish and maintain relationships with BWI officials and UK government officials. Establish and maintain relationships with BWP's civil society networks. 	25%
Monitoring	<ul style="list-style-type: none"> Monitor civil society, media, official and academic coverage of issues relating to the BWIs. Contribute to the Bretton Woods <i>Observer</i>, <i>Dispatch</i> and <i>NewsLens</i>, including writing articles, editing, proofing, layout and dissemination. 	15%
Institutional strengthening	<ul style="list-style-type: none"> Contribute to BWP's strategic planning. Support BWP's fundraising strategy, including developing relationships with potential new funders and leading project proposals. Take on responsibility for a range of institutional tasks, as required, such as contributing to BWP's Annual Report, organising team away days and supporting 360 reviews. 	10%

Candidate specification

1) Essential knowledge, skills and experience:

- Solid understanding of feminist economics, women's rights and gender equality issues
- Experience in advocacy project management and design, including budget and line management
- Experience engaging in advocacy with senior level officials
- Familiarity with current economic justice policy debates at the international level
- Understanding of international economic justice and women's rights landscape
- Experience responding and maintaining relationships with a large number of stakeholders
- Proven experience producing high-quality, timely research
- Experience writing articles, policy briefings and background briefs in a variety of styles for different audiences
- Undergraduate degree or higher in gender studies, economics, development, international law or a related field
- Excellent written and oral communications skills in English

2) Desirable knowledge, skills and experience:

- Experience working on the IMF or World Bank
- Experience working in small-NGO team settings
- Experience writing donor reports
- Fluency in other languages
- Work and/or research experience in the Global South