



Foreign, Commonwealth
& Development Office

Chief Economist and Director of Analysis

Foreign, Commonwealth and Development Office

SCS Pay Band: SCS2

Salary: Up to £120,000 depending on skills and experience

Job Reference: 17313

Closing date: 12pm Midday GMT Monday 9th December 2024

**Welcome
Message**

**The
Department**

**Terms of
Appointment**

The Role

**Person
Specification**

**Recruitment
Process**

**Terms &
Conditions**

**Further
Information**

**Diversity &
Inclusion**

Contact Us

Welcome Message



Jenny Bates
Director General Economics,
Climate & Global Issues

Thank you for your interest in the role of Chief Economist and Director for Analysis for the Foreign Commonwealth and Development Office (FCDO): a unique and exciting role at the heart of UK foreign policy and development decision making.

As Chief Economist you will be the lead economic adviser to the Foreign Secretary on all of the UK's foreign and development policy. The Chief Economist plays a critical role as a trusted advisor to FCDO Ministers and senior officials: providing analysis, independent challenge and thought leadership on issues ranging from international macro risks to the most effective use of UK aid, applying economic insight and use of evidence and analysis to influence top priorities such as the FCDO's work on the Government's Growth and Climate Missions.

The Chief Economist is also FCDO's Director of Analysis, overseeing a talented team in FCDO's two HQ's, (London and East Kilbride (to be relocated to Glasgow)), including: Economics, Evaluation, Statistics, Open-Source Intelligence, Data and Analysis, and Behavioural Science. As Director of Analysis, the Chief Economist works across the breadth of FCDO, championing and supporting the use of robust evidence, data and analysis to inform decision making, and the development of policy and programmes.

The role has a very broad mandate covering micro and macro-economics, economic development and international finance, national security issues (including economic sanctions) and evaluation of FCDO's activities and spend. To cover this broad portfolio, the Chief Economist is able to draw on (and delegate to) a highly experienced team with expertise in specific areas. The Chief Economist also has considerable flexibility to focus on the issues they think are most critical and where economics, data, evidence and analysis can have the most impact. The Chief Economist works with their counterparts in international agencies (e.g. The World Bank, IMF and WTO) and foreign governments to shape global economic partnerships.

This is amongst the most rewarding and challenging jobs applying analysis in Government. If you think you have the skills and interest to succeed in this role, I look forward to hearing from you.

Why join the FCDO?

We lead the UK's diplomatic, development and consular work around the world.

We employ around 17,000 staff in our global network of 281 offices worldwide. Our UK-based staff work in King Charles Street in London, Abercrombie House in East Kilbride (soon to be Glasgow) and in Milton Keynes.



About the Role

Job Title:	Chief Economist and Director of Analysis
Grade:	SCS2
Salary:	The salary for this role will be up to a total of £120,000 per annum for external applicants, depending on the successful candidate's particular skills and experience, plus pension and other benefits. Existing Civil Servants on level transfer will retain their existing base salary. Candidates applying on promotion will have their substantive base salary increased by 10% or start on the minimum of the SCS2 scale of £98,000 per annum, whichever is greater.
Contract:	3 Year Fixed Term with Secondment option available. Candidates from outside the Civil Service applying on a Secondment basis will normally remain on their parent organisation's terms, including pay.
Location:	East Kilbride or London (Please note that there are plans to move our East Kilbride office to a central Glasgow location in the future.)
Travel:	This role requires regular travel within the UK and to our overseas network.
Vetting Level Required:	This job requires Developed Vetting security clearance as a condition of employment. (Candidates who do not currently hold DV are welcome to apply and will need to obtain DV before starting employment.)
Working Hours:	Our full-time working hours are 37 hours per week.
Working Pattern:	This role is available for full-time or part-time working arrangements (minimum 0.8 FTE allowing the successful candidate to continue to work with their chosen institution). You will be required to work from your chosen location in line with FCDO policies on Hybrid Working (minimum 60% in the office).
Resources Managed	Directly line managing 3 SCS1 (Deputy Directors), overseeing Directorate of around 100 staff.

The Role

As Chief Economist and Director of Analysis you will be the lead economic adviser to the Foreign Secretary on all of the UK's foreign and international development policy. You will lead the Analysis Directorate, which includes over 100 talented and engaged staff, including analytical professions such as Economics, Evaluation, Statistics, Open-Source Intelligence, Data and Analysis, and Behavioural Science, working with your Deputy Directors to build an innovative, insightful and influential analytical heartland in FCDO. The Chief Economist provides thought leadership and strategic direction to the whole FCDO economics community (+400 staff across FCDO's global footprint), working to raise standards in economic analysis and advice, champion the use of evidence and analysis in policy and programming and raise the economic and analytical capability levels across FCDO. There is a huge appetite for economic analysis within the FCDO and from our international partners and the Chief Economist has access to the most senior levels of decision making in FCDO, across government and in foreign partner governments. In addition to the role in the UK, the Chief Economist undertakes economic diplomacy with key partners around the world, works closely with counterparts in other international organisations and foreign governments and works to build an international community that draws on the best evidence and analysis in its decision making.

Key Responsibilities

- Provide strategic and high quality economic advice to Ministers, senior officials and Heads of Mission on global economic developments, economies of interest to the UK, effective use of development cooperation and international finance, the economic implications of policy options across the full range of FCDO interests.
- Use evidence and analysis to shape the allocation and impact of Official Development Assistance (ODA) including through overseeing the FCDOs Evaluation Strategy, guidance on the most cost-effective approaches to tackling key challenges (“Best Buys”), and independent review of major investment cases.
- Deliver economic diplomacy with international organisations and partner governments to influence policy choices and outcomes based on thought leadership, the latest data, evidence and analysis.
- Lead a central team of 100 analytical professionals and provide inclusive people leadership and intellectual leadership to the wider analytical communities - the largest being the 400+ strong FCDO economics community. Direct technical standards for the recruitment, retention, and ongoing training of economic specialists as well as training of non-specialists. Oversee technical standards for other across government analytical professions within FCDO where required as Director of Analysis.

The Role continued

- As a key member of FCDO's senior leadership team, play an active role in corporate and organisational leadership – for example as a member of the Management Board and a member of key sub-committees, including the Investment and Delivery Committee.
- Promote the use of high-quality data, analysis and evidence-based policy making throughout FCDO beyond core economic themes, in areas such as clean and inclusive growth, conflict, structural transformation, fragility and security, the use of sanctions, and private sector development. Provide technical oversight of FCDOs investment in research where the applicant has expertise and draw on academic networks and external experts in other areas.

Additional Responsibilities

- Play a leadership role in the analytical professions across government, including through Government Economic Service (GES) and as a member of the Corporate Board of the GES.

Transformation and Culture Leadership

Shaping the FCDO as it transforms and leading the culture we want to see is integral to every senior leadership role in the FCDO. You will set and deliver a compelling vision for your portfolio of responsibilities, working collaboratively across DG Areas with Directors, Heads of Mission and the Permanent Under-Secretaries, as well as with Ministers, wider Government and international partners where appropriate. You will use evidence, data, metrics and evaluation to drive impact.

How we as leaders make decisions, do the job and behave will set the tone for our people. We expect our leaders to be accountable for FCDO ambitions on inclusion and diversity, leading their teams with inclusivity and respect, and to role model our cultural vision.

- We draw on the expertise, insight and diverse perspectives (and diversity of thought) of people across and outside the FCDO in our decision-making. We frame our decisions within a long-term approach. We are transparent about the rationale for decisions.
- We encourage and reward innovation, including in use of data and digital. We are agile in our approach, and our use of resources, alert to emerging opportunities / challenges and open to change. We are all clear on what we are expected to deliver and supported in doing so. We all look to reduce duplication and unnecessary process.
- We put respect and kindness first. We are committed to including people and getting to know each other. We will ensure we take care of each other's wellbeing. We are efficient and systematic in how we collaborate. We work together supportively to solve problems.

Person Specification

It is important that in your application you provide evidence and examples of proven experience of the essential selection criteria below. Candidates will be assessed against Experience and Behaviours. Responses will be developed and discussed with candidates invited to interview.

Essential Experience

- **Technical Knowledge:** A minimum of a master's degree in Economics and advanced knowledge of, or contribution to, current economic literature in the fields of international macroeconomics and development economics. A proven thought leader in their field of economics, with an ability to see the bigger picture, use their technical expertise to influence and inspire others.
- **Use of analysis in policymaking:** Experience applying a range of quantitative analytical approaches to answer relevant policy questions and maintaining high standards of quantitative analysis across a team. An interest and ability to combine analytical expertise from different professional backgrounds to produce insightful, effective and innovative applied analysis.
- **Communication:** Demonstrable ability to communicate complex positions clearly and with impact across a wide variety of stakeholders both internally and externally. Proven ability to translate economic and wider analytic concepts and analysis into practical policy recommendations, engaging and inspiring those you lead and seek to influence, and a track record of providing technical advice to non-economist decision makers at the highest level.
- **Leadership:** A track record of strong inclusive leadership skills with experience leading and motivating a dispersed and diverse professional team and inspiring fellow professionals across organisational boundaries. You must be able to lead a large team with a mix of professional analytical and strategic/delivery roles and inspire the wider analytical community across FCDO's global footprint. Demonstrated track record of inclusive leadership.
- **Stakeholders:** Proven ability to build and maintain successful relationships with a complex set of stakeholders (including UK based and international senior individuals across government, the private sector and academia), winning the trust of those who may have differing or conflicting views. A track record of building economic and analytical capabilities in others and working with multidisciplinary teams.

Desirable Experience

- Managing Public Money and Budgets, including formal techniques around Value for Money and Appraisal.

The Recruitment Process

Application

You must be a British Citizen at the time of application.

The recruitment & appointment process will begin with the submission of a covering letter accompanied by a CV. The Covering Letter (2 A4 pages max) will be expected to set out how the candidate meets the criteria set out in the Job Description.

Candidates' CVs and Covering Letters will be assessed against their ability to deliver against the requirements set out in the Job Description.

A longlisting sift will be conducted and successful candidates will progress to a preliminary interview with Veredus, followed by a short-listing process.

Preliminary interviews are expected to take place **from 16th December**.

How to apply

Veredus is acting as an executive search and selection advisor to the FCDO on this appointment.

Candidates should apply for this role at www.veredus.co.uk/jobs/ quoting **reference 17313**

Click on the 'apply' button and follow the instructions to upload a CV and cover letter and complete the online diversity questionnaire*. The closing date for applications is 12pm Midday GMT Monday 9th December.

*The diversity questionnaire online form will not be shared with anyone involved in assessing your application. Please complete as part of the application process.

Please note that references and open-source due diligence checks (including into social media accounts) may be undertaken for all short-listed candidates. If shortlisted you will be asked to complete a candidate information form, which will include details of your current remuneration package, plus the names and contact details of two referees who we can contact at the shortlist stage (before the final interview) including for how long they have known you and in what capacity. We will not contact them without your consent.

Assessments

If shortlisted, you will be invited to undertake a series of assessments as part of this recruitment prior to a final interview panel. This may include:

- **A Staff Engagement Exercise (SEE)**

Psychometric assessments will not result in a pass or fail decision. Rather, they are designed to support the panel's decision making and highlight areas for the panel to explore further at interview.

Full details of the assessment process will be made available to shortlisted candidates. All stages of the Assessment process may be held virtually.

Shortlisted candidates may also have the opportunity to speak to a senior member of the FCDO prior to the final interview to learn more about the role and the organisation. Please note, this is not part of the formal assessment process.

Please note that the FCDO will not reimburse any travel costs or expenses incurred as part of the selection process.

Current FCDO staff members are advised that this is an external campaign and, as such, you will be required to go through the same process as all other candidates.

Interview process

If you are successful at the application stage, you will be invited to attend a panel interview in London in order to have a more in-depth discussion of your previous experience and professional competence in relation to the criteria set out in the Person Specification. There may be the option to conduct the interview by video link if required.

The interview will be a blended assessment consisting of a series of questions against the [Civil Service Success Profiles](#).

The Behaviours you will be assessed against are:

- **Leadership**
- **Communicating and influencing**
- **Seeing the Bigger Picture**

The Technical skill you will be assessed against is:

- **Knowledge and application of economics**

Candidates may be required to give a presentation on a particular topic at the interview and this will be sent to you in advance.

There will be a 3-4 person panel chaired by Civil Service Commissioner Lea Paterson. Other panel members are likely to include (but may not be limited to) the FCDO Director General for Economics, Climate & Global Issues.

Expected Timeline

We will try to offer as much flexibility as we can, but it may not be possible to offer alternative dates for assessments or interviews. You are therefore asked to note the below timetable, exercising flexibility through the recruitment and selection process, in order to meet the dates given. Please note that these dates may be subject to change.

The anticipated timetable is as follows:

Advert Closing Date	12pm Midday GMT Monday 9th December 2024
Longlist Meeting	Week commencing 16 th December 2024
Preliminary Interviews	Post Longlisting
Shortlist Meeting	Week commencing 13 th January 2025
Assessments	Post Shortlisting
Final Panel Interviews	Week commencing 27 th January 2025

Benefits

Pension

Your pension is a valuable part of your total reward package where:

the employer makes a significant contribution to the cost of your pension;

your contributions come out of your salary before any tax is taken. This means, if you pay tax, your take-home pay will not be reduced by the full amount of your contribution; and

your pension will continue to provide valuable benefits for you and your family if you are too ill to continue to work or die before you retire.

For more information, visit www.civilservicepensionscheme.org.uk

Leave

Full time new entrants to the FCDO will be entitled to 25 days annual leave per annum, increasing by 1 day for each year of service up to a maximum of 30 days, plus 9 public and privilege holidays per year. Existing Civil Servants will retain their current entitlement.

We offer competitive maternity, paternity and parental leave.

Employee Assistance Programme

This provides a 24/7 confidential counselling service on such matters as financial problems, childcare, social security benefits, elder residential care etc.

Learning and Development

The FCDO recognises that workplace learning is vital to success and needs to be accessible to all. We strive to create the right environment to empower staff to take responsibility for their own learning and development both personally and professionally.

You will have access to formal and informal learning opportunities to help you develop the right skills, competences and knowledge at the right time.

The International Academy provides a first class learning facility, ensuring that all staff have the knowledge and expertise needed to represent the UK and pursue the national interest.

Terms and Conditions

Performance-Related Pay

You may be eligible for an end-year non-consolidated payment based on performance against objectives in the previous year. The SCS pay panels determine the allocation of award which is based on your delivery relative to SCS2 peers in the FCDO. Payments are non-consolidated and non-pensionable. You may also be eligible for an in-year award. These are paid on an exceptional basis for proven, evidence-based delivery e.g. against stretching project milestones or for an exceptional corporate contribution. Awards will be non-consolidated and non-pensionable.

Terms of Appointment

This is a Director appointment. It is graded at FCDO Pay Band SCS2. This role is in the Home Service of the Foreign, Commonwealth and Development Office (FCDO). The probation period for this role is 6 months. Provided the period of probation is completed successfully, the appointment will be confirmed. However, if the standard required for confirmation of appointment is not met, the appointment may be terminated. Former members of the Home Service/Diplomatic Service who are re-employed as substantive civil servants after a period of five years or more, will be required to serve another period of probation. You will also be required to serve a period of probation if you are re-employed at a Band higher than that at which you left the FCDO.

Hours

Our full-time working hours are 37 hours per week.

If you are transferring from another employer who offers the Civil Service pension arrangements, you will continue to be covered by those arrangements for the duration of this appointment.

Appointees may choose to join the [alpha](#) or [partnership](#) schemes offered by the Civil Service Pension Scheme:

If you join alpha, an occupational pension scheme which provides a defined benefit worked out on a Career Average basis, details of the contributions you will pay are shown [here](#). Employer pension contributions cover the rest of the cost of the scheme.

Leave

The paid leave allowance for this post will be pro-rated against an annual allowance of 25 days (5 weeks), rising to a maximum of 30 days leave after 5 years of service. You will also receive 9 days public and privilege holidays per year (pro-rated). The leave year runs from 1 January to 31 December.

FCDO and General Data Protection Regulation (GDPR)

Personal data collected as part of this job application will be processed in accordance with the FCDO's Data Protection Policy and Privacy Notice. You can read this [here](#). The Privacy Notice explains what personal data the FCDO holds about you, how we collect it, and how we will use and may share information about you.

Terms and Conditions continued

Terms of Appointment

This appointment will be a 3 Year Fixed Term Contract. The role is graded SCS2.

Salary

The successful external candidate will be paid up to a total of £120,000 per annum, depending on your particular skills and experience. If based in London, you will receive a £5,000 London Allowance as part of the figure above. Location allowances are non-consolidated and non-pensionable.

Existing Civil Servants on level transfer will retain their existing base salary. Candidates applying on promotion will have their substantive base salary increased by 10% or start on the minimum of the SCS2 scale of £98,000 per annum, whichever is greater. If based in London, you will receive a £5,000 London Allowance. Location allowances are non-consolidated and non-pensionable.

Nationality and Residency

You will be eligible for appointment only if:

1. You are a British citizen; **and**
2. You have been resident in the UK for five out of the last ten years immediately prior to your application. Please note: at least one year of this must have been a consecutive twelve-month period, unless you have served overseas with HMG -

Forces or in some other official capacity as a representative of His Majesty's Government, or have lived overseas as a result of your parent's or partner's Government employment.

You should be aware that a lack of sufficient background information might preclude you from being granted security clearance.

Applicants who are dual nationals may have a more challenging time in gaining the necessary security clearance and are, therefore, advised to contact the FCDO's Personnel Security Team (email esnd.pst@fcdo.gov.uk) in advance of submitting an application. All cases are considered on an individual basis, depending on individual circumstances.

Developed Vetting and Other Checks

This job requires **Developed Vetting** security clearance as a condition of employment. If you are successful at interview, you will be asked to complete a number of security questionnaires.

Employment references will also be obtained. There will be checks on your nationality and other matters, before a formal offer of appointment can be made, including checking applicant details against the Cabinet Office Internal Fraud Database (see section below).

Further Information

Cabinet Office Internal Fraud Database (IFD) Check

From 29th January 2018, the FCDO started providing the Cabinet Office with information about employees who have been dismissed for fraud or dishonesty offences. This information is the individual's name, date of birth, national insurance number and a general description of the relevant misconduct. This also applies to employees who resign or otherwise leave but who, because of an adverse decision by the investigation panel, or decision maker, would have been dismissed for fraud or dishonesty had they continued in employment.

The Cabinet Office input this information onto a database – the Internal Fraud Database (IFD) – and retain it for a period of five years from the date of dismissal (or the date employment ended). It shares with the Foreign, Commonwealth & Development Office the name, date of birth and national insurance numbers of the staff included on the IFD. Where an applicant to a department is successful in interview, the FCDO will, as part of its pre-employment screening, check applicant details against the information received from the Cabinet Office. Any applicant who is included in the IFD will be refused employment.

Conflict of Interest

If you or your spouse/ partner has any business interest or conflict of interest with the activities of the Foreign, Commonwealth & Development Office you will be expected to declare this at a later stage. You will also be asked to inform us of any indirect conflict in interest you may have through any other family member or partnerships.

Confidentiality

You will be subject to the provisions of the Official Secrets Act.

Equal Opportunity

The Foreign, Commonwealth & Development Office is committed to equal opportunities. Our officers are recruited on merit through fair and open competition. We seek our strength through diversity and appoint suitably qualified individuals regardless of ethnicity, religion, sexual orientation, gender, social backgrounds, age or disability.

To help us ensure that our recruitment activity reflects the diversity of British society, we should be grateful if you could complete the equal opportunities section of the application form. However, you are under no obligation to provide these details.

The Recruitment Section of the FCDO, those administering testing processes and the interview panel will not have access to the information you provide at any point during the recruitment process, nor will it be used as a selection tool.

The Civil Service Code

Information about Civil Service values can be found in the [Civil Service Code](#).

Further Information

Disability Confident Scheme for Disabled Persons

The FCDO is an accredited 'Disability Confident Employer' under the government's Disability Confident Scheme, which denotes organisations which have a positive commitment towards disabled people. We guarantee to interview anyone with a disability whose application meets the minimum criteria for the role as outlined in the Person Specification in this pack. By 'minimum criteria' we mean you must provide us with evidence in your application form which demonstrates that you generally meet the level of competency required for each competence, as well as meeting any of the qualifications, skills, or experience defined as essential.

If you wish to claim a guaranteed interview under the Disability Confident commitment, you should select this option in your application. It is not necessary to state the nature of your disability.

Reasonable Adjustments

We are committed to making reasonable adjustments in order to support disabled job applicants and ensure that you are not disadvantaged in the recruitment and assessment process. Reasonable adjustments could include; allowing extra time during selection tests; ensuring that information is provided in an accessible format or; by providing training.

If you feel that you may need a reasonable adjustment to be made, or you would like to discuss your requirements in more detail, please contact: julie.henrick@veredus.co.uk in the first instance.

Should you encounter any issues with your online application or any of the attachments please contact: julie.henrick@veredus.co.uk

Great Place to Work for Veterans

This vacancy is part of the [Great Place to Work for Veterans \(opens in a new window\)](#) initiative.

Redeployment Interview Scheme

Civil Service employees (including Senior Civil Servants and Crown Arms Length Bodies) who are at risk of redundancy and who meet the minimum selection criteria in the job specification are guaranteed an interview. Selection will be on merit and at-risk candidates will be able to self-identify during the application stage. For all guaranteed interview schemes, there may be exceptions made on reasons of time/resource for high-volume recruitment where the vacancy manager may decide to select the candidates who best meet the minimum criteria rather than all of those that meet the minimum criteria.

Civil Service Commission Recruitment Principles

The FCDO's recruitment processes are underpinned by the principle of selection for appointment on merit, on the basis of fair and open competition, as outlined in the [Civil Service Commission Recruitment Principles](#).

If you feel your application has not been treated in accordance with the Recruitment Principles and you wish to make a complaint, you should, in the first instance, contact External.Recruitment@fcdo.gov.uk If you are not satisfied with the response you receive from the FCDO, you can contact the Office of the Civil Service Commissioners at info@csc.gov.uk

Diversity & Inclusion

The Civil Service is committed to becoming the most inclusive employer in the UK.



We are committed to understanding, respecting and representing as broad a range of views and backgrounds as we have in UK society. We know that diverse perspectives and experiences are critical to an effective, modern Civil Service.

Our vision is to ensure the Civil Service represents modern Britain and is a truly inclusive employer – an example to other employers. We will create an organisation where diversity is not only respected and valued – but celebrated.

What's in it for me?

We want to maximise the potential of everyone who chooses to work for us – regardless of background.

If you're interested in becoming a world class leader, developing your career with us – starting with this interesting and challenging role – or doing things differently and inspiring colleagues, then the Civil Service is the place for [you](#).

Our passion for diversity and equality means creating a work environment for all employees that is welcoming, respectful, engaging, and enriched with opportunities for personal and professional development.

What's next?

You've taken the first step and looked through this job pack to understand the skills and experience needed to perform this role. Now join us in achieving our ambitions and let us help you achieve yours. See the [Civil Service Diversity and Inclusion Strategy](#) for more information.



Foreign, Commonwealth
& Development Office

Contact us

Should you wish to discuss the role in more detail before submitting an application, please contact Veredus on:

jenny.igbokwe@veredus.co.uk

karl.robson@veredus.co.uk

antony.harvey@veredus.co.uk