1. Summary

The Development Impact Evaluation department (DIME) and The Governance Global Practice (GGP) is hiring 2 research assistants (RAs) to work on the Bureaucracy Lab’s portfolio of data work, including survey data of government officials, datasets on public sector employment and wages, and data from field experiments on public sector reform initiatives in both developing and developed countries. The consultants will be based in Washington, D.C., and work with the DIME and GGP team and external researchers on the analysis of micro-data collected by Bureaucracy Lab as well as other data sources such as administrative data sets. Qualified candidates should apply in this website no later than November 22. Applications will be reviewed on a rolling basis. Qualification requirements and selection process are described in the remainder of the ToRs.

2. Background and objectives

Bureaucracy Lab is a joint initiative between The World Bank’s Development Impact Evaluation (DIME) Research Group and The Governance Global Practice (GGP). Our objective is to generate high quality and operationally relevant data on civil service and public administration and to innovate bureaucracy through better data and analysis. Bureaucracy Lab shares DIME’s objective to increase the use of impact evaluation (IE) in the design and implementation of public policy, to (i) improve World Bank and other MDB funded development projects and public policy to deliver better outcomes, (ii) strengthen country institutions for evidence-based policy making and (iii) generate knowledge in strategic development areas.

Bureaucracy Lab

Bureaucracy Lab, a joint initiative of DIME and GGP, is looking for two consultants to clean, manage, and analyze Bureaucracy Lab’s data portfolio. The consultants’ work will play an important role in providing researchers and policymakers with high quality data and analytical results to facilitate diagnostic work in civil service reform; widening the availability and quality of globally comparative data on key public administration characteristics; and developing tools that allow policymakers to model and conceptualize the determinants and expected path of policy decisions.
3. Tasks and deliverables

Duties may include, but are not limited to:

- Cleaning administrative and primary datasets and creating all necessary indicators
- Managing databases, including, for example, integrating survey data and administrative data from governments, for example. This may require programming matching algorithms, performing manual matching, and linking up with field staff for additional information and collaboration on specific tasks
- Working with the research team on updating the analysis plans and carrying out the coding to perform this analysis (Descriptive Statistics and Regression Analysis)
- Creating data dashboards
- Developing publicly available modeling tools for policymakers

Deliverables may include, but are not limited to:

- Fully transparent and reproducible documentation of all data quality checks, cleaning, management, and analysis, which will be peer-reviewed by other DIME RAs and published in code repositories
- Reports and policy briefs with accompanying Stata do-files and documentation
- Deliver training courses on statistical analysis of micro data to clients as demanded

4. Skills Required

- Academic specialization: At least a Master’s degree in economics, public policy, statistics, or related field with strong quantitative research skills is essential, preferably with a concentration in development economics, impact evaluation and applied micro-econometrics
- Technical skills: The candidate must have technical expertise in impact evaluation and econometric analysis (including proficiency in Stata). Experience with programming in an ODK based platform, using GIS tools, and/or working in other languages for statistical analysis, such as R and Python, are a plus.
- Experience: The candidate must have technical expertise in impact evaluation and econometric analysis, and experience working with administrative data and raw survey data. Field experience working on impact evaluations, and/or managing data collection, is preferred. Experience coding in a team environment and using GitHub is highly desirable.
- Knowledge: The candidate should demonstrate knowledge and interest in public sector management, determinants of effective bureaucracies, and public service delivery.
- Capacity Building Skills: Demonstrated ability and experience in designing and delivering training and capacity building activities or other teaching experience is a plus
- Language: Superior written and oral communications skills in English is essential.
- Interpersonal skills: Motivated self-starter, with demonstrated ability to work effectively and sensitively in teams
5. Intellectual Property
The World Bank shall, solely and exclusively, own all rights in and to any work created in connection with this agreement, including all data, documents, information, copyrights, patents, trademarks, trade secrets or other proprietary rights in and to the work. The consultant is not allowed to post or publish (electronically or in print) any project-related information without the explicit permission of the Impact Evaluation Team.

6. Terms
The Research Assistants will be hired as a short-term consultants based in Washington, DC and remunerated according to the World Bank scale. Contract duration will be discussed on a project by project basis.

7. Selection Process
Qualified candidates should apply in this website no later than November 22. Applications will be reviewed on a rolling basis. Applicants will be asked to add a link to a shared folder with their resume, a brief (maximum 1 page) statement of interest and a do-file prepared by them that best indicates the level of experience in Stata. Candidates may also send code samples in other relevant languages/software. Short listed candidates will be invited to take a technical test on statistical software (Stata, R or Python) and hold an interview with interested teams.

The World Bank Group is committed to achieving diversity in terms of gender, nationality, culture and educational background. Individuals with disabilities are equally encouraged to apply. All applications will be treated in the strictest confidence.