

JOB DESCRIPTION & TERMS OF REFERENCE

Social Innovation Consultancy

Background

During the past five years, the Innovation Lab (I-Lab), born out of the Division of Competitiveness and Innovation (CTI) at the Inter-American Development Bank (IDB), has been promoting innovative solutions that were developed directly with and for excluded communities; people, who find themselves outside of markets and who are often marginalized. We believe that effective collaboration among people from different backgrounds opens up a world of creative opportunities, but we also know how difficult it is to put this into action. I-Lab has experimented with a new way of identifying the problems, working directly with excluded communities to understand their challenges, and inviting them to join the innovation process. Once the problems are understood, we build bridges to facilitate cooperation among diverse partners, to turn these problems into ideas that inspire innovation.

The I-Lab has co-financed over 20 social innovation projects that have addressed the needs of the final beneficiaries and provided solutions that are truly sustainable, most of which have won international recognition and awards in innovation.

CTI is aiming to have a better understanding of international experiences in social innovation in order to support future initiatives in the region with a comprehensive approach, taking advantage of the synergies between the different windows of the Bank.

Social innovation (SI) is the introduction of new products, services or processes that improve the ability of the government, private sector or NGO to address the needs of society, in particular the production of public goods for all consumers, including other businesses.

In addition, we are implementing a communication agenda to help CTI “make the case” for increased investment in innovation and competitiveness policies and programs in the LAC region. Through the Competitiveness and Innovation Division (CTI), the IDB has made clear its decision to push forward an agenda to combine the capabilities of public and private sectors bringing private sector-led solutions to social problems.

This agenda includes the Knowledge Economy Fund (KEF), which is currently undergoing a re-orientation towards social innovation. This is a crucial time as CTI prepares for the dissemination and fundraising with key public and private sector donors towards this revamped Fund, as well as works towards establishing a complex portfolio of potential projects that will guide the division’s social innovation agenda.

Internally, the CTI division and the I-Lab will need support in making the case for social innovation, and strengthening the position of CTI in LAC’s competitiveness and social innovation agenda while developing future initiatives within these areas. Externally, the Division will need support in a coherent fundraising strategy and implementation thereof for the KEF and the development of other social innovation endeavors, both internal for the IDB and external. It will be necessary to contract a Contractual in agreement with these Terms of Reference.

Consultancy objective(s)

The objective of this consultancy is to support CTI and the I-Lab in strengthening its position in LAC’s competitiveness and social innovation agenda, to structure and support the implementation of a fundraising strategy for the KEF, and develop the divisions portfolio of social innovation partnerships while harnessing existing and new public-private sector partnerships to expand and strengthen impact in CTI projects and activities for the benefit of the Bank’s member countries.

Main activities

In order to achieve the objective, the contractual will carry out the following activities:

1. Management and creative expansion of the social innovation project portfolio
2. Drafting and development of fundraising strategy and donor engagement approach for the KEF, including development of project portfolio involving different areas of the Bank
3. Outreach and relationship-building across Bank departments and divisions to increase cross-sectorial collaboration on social innovation projects and papers
4. Prepare inputs for the missions and workshops related to the projects. This includes preparation, planning, logistics and execution of a series of mission and events in different countries in the region.
5. Lead the preparation of at least 2 high-level events to promote the work of the division and in particular the I-Lab's work on social innovation
6. Assist with the implementation of the communications strategy of the division including assistance with the preparation of high level events to showcase the division's work.
7. Any other activity required to fulfill these terms of reference.

Qualifications

- Academic Degree/ Level & Years of Professional Work Experience: Master's Degree with ideally five (5) years of relevant professional experience.
- Languages: Proficiency in Spanish and English; fluency in Portuguese and/or French is a plus.
- Skills: Strong interpersonal and communication skills, hands-on approach to challenges, ability to work well in a diverse team of people, creativity and curiosity, excellent written skills in English and Spanish.

Characteristics of the Consultancy

- Contract duration: 18 months starting July 1st, 2015.
- Place(s) of work: *Washington D.C. (IDB Headquarters)*
- Responsible person: Science and Technology Sr. Specialist IFD/CTI.

Payment and Conditions: Compensation will be determined in accordance with Bank's policies and procedures. The Bank, pursuant to applicable policies, may contribute toward travel and moving expenses. In addition, candidates must be citizens of an IDB member country.

Visa and Work Permit: The Bank, pursuant to applicable policies, may submit a visa request to the applicable immigration authorities; however, the granting of the visa is at the discretion of the immigration authorities. Notwithstanding, it is the responsibility of the candidate to obtain the necessary visa or work permits required by the authorities of the country(ies) in which the services will be rendered to the Bank. If a candidate cannot obtain a visa or work permit to render services to the Bank the contractual offer will be rescinded.

Consanguinity: Pursuant to applicable Bank policy, candidates with relatives (including the fourth degree of consanguinity and the second degree of affinity, including spouse) working for the Bank as staff members or Complementary Workforce contractuals, will not be eligible to provide services for the Bank.

Diversity: The Bank is committed to diversity and inclusion and to providing equal opportunities to all candidates. We embrace diversity on the basis of gender, age, education, national origin, ethnic origin, race, disability, sexual orientation, religion, and HIV/AIDS status. We encourage women, Afro-descendants, persons with disabilities and persons of indigenous origins to apply.