



## Policy Analyst(s) - Artificial Intelligence (AI)

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The Organisation for Economic Co-operation and Development ([OECD](#)) is an international organisation comprised of 38 member countries, that works to build better policies for better lives. Our mission is to promote policies that will improve the economic and social well-being of people around the world. Together with governments, policy makers and citizens, we work on establishing evidence-based international standards, and finding solutions to a range of social, economic and environmental challenges. From improving economic performance and creating jobs to fostering strong education and fighting international tax evasion, we provide a unique forum and knowledge hub for data and analysis, exchange of experiences, best-practice sharing, and advice on public policies and international standard-setting.

The Science, Technology and Innovation Directorate (STI), in line with the strategic objectives of the Secretary-General, helps OECD member countries and other key economies build an environment conducive to translating science, technology and knowledge into innovation in order to create economic and social value added.

The Digital Economy Policy (DEP) Division of the STI is responsible for developing evidence-based policies through multi-stakeholder processes that i) stimulate the growth of an accessible, innovative, open, inclusive and trusted digital economy for sustained prosperity and well-being, and ii) leverage the potential of ICTs, in particular, the Internet, and digitisation to achieve key socio-economic goals such as improving productivity, providing opportunities for new jobs, contributing to mitigate environmental pressures and improving health outcomes and the quality of life in general. A strong measurement agenda builds the evidence base upon which policy recommendations are derived. DEP collaborates with other parts of the Organisation on horizontal issues such as information and communication technologies (ICT) in health, taxes, trade, productivity, ICT skills and ICT effects on labour markets. DEP is responsible for, among other things, maintaining the Global Recalls Portal, the Going Digital Toolkit, the Broadband Portal and the OECD.AI Policy Observatory.

Within DEP, the [OECD.AI Policy Observatory](#) conducts analysis, develops digital products and resources, and builds international dialogue to examine AI policy issues and trends and help countries implement the [OECD AI Principles](#). The Observatory supports the work of the OECD Committee on Digital Economy Policy (CDEP) and its Working Party on AI Governance ([AIGO](#)), including through convening and coordinating a global Network of Experts on AI ([ONE AI](#)) and several topic-specific expert groups on [AI risk and accountability](#), [AI incidents](#), [AI compute and climate](#), and [AI futures](#).

STI/DEP is looking for one or more Policy Analyst(s) to support the work of the OECD.AI Policy Observatory team. In particular, we are seeking for candidates adept at analysing public policies, analysing qualitative and/or quantitative data, evaluating trade-offs, identifying challenges and opportunities, documenting findings.

The selected person(s) will work under the supervision of the Senior Economist/Policy Analyst in charge of the AI policy work within DEP, under the direction of the Head of the Digital Economy Policy (DEP) Division in STI.



## Main Responsibilities

### Analysis, project management and drafting

- Carry out policy, legal and economic analysis on topics covered by the OECD.AI Policy Observatory. Topics include work on AI national policy and regulatory developments, AI risk approaches and accountability developments, AI incidents reporting and analysis, AI compute and climate developments, AI foresight work, and analysing trends in AI developments generally.
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- Assist in the development of new indicators in the area of AI markets and regulation as appropriate to track developments across OECD member countries, including on the diffusion of AI services and technologies, to help in comparative analyses of policies in these areas.
- Conduct interviews and administer data collection instruments (e.g., surveys).
- Assist with the management of a diverse set of AI governance projects to support the work of the OECD.AI Policy Observatory team.
- Contribute to drafting reports and other products (e.g., blogs, case studies, meeting summaries)
- Draft speeches, talking points, and presentations on relevant subjects.

### Meetings planning, coordination and representation

- Contribute to the strategic planning and the organisation of, and participate in, meetings of national government delegates and experts from the private sector, civil society, trade unions, the technical community and academia in connection with the Organisation's work programme.

## Ideal Candidate Profile

### Academic Background:

- An advanced university degree in public policy, economics, law, computer science, or a related subject.

### Professional Background:

- Minimum three, preferably five years' experience in qualitative and/or quantitative policy analysis.
- An in-depth knowledge of Artificial Intelligence, and project management experience, would be an asset.

### Tools:

- Experience in using data management and analysis tools as well as a strong desire to learn and understand the technical environment in which the OECD and its platforms operate.
- Experience in the use of communication networks as working tools.

### Languages:

- Fluency in one of the two OECD official languages (English and French) and knowledge of, or the willingness to learn, the other

### Core Competencies

- For this role, the following competencies would be particularly important: Achievement focus, Analytical thinking, Drafting skills, Diplomatic sensitivity, Teamwork and Flexible thinking.



- Please refer to the level 3 indicators of the [OECD Core Competencies](#).

#### **Contract Duration**

- Twelve-month fixed-term appointment starting as soon as possible, with the possibility of renewal.

#### **What the OECD offers**

- Monthly gross salary ranges from 2 740 EUR to 4 100 EUR depending on the experience of the selected candidate.
- [Click here](#) to learn more about what we offer and why the OECD is a great place to work.
- [Click here](#) to browse our People Management Guidebook and learn more about all aspects relating to people at the OECD, our workplace environment and many other policies supporting staff in their daily life.

The OECD is an equal opportunity employer and welcomes the applications of all qualified candidates who are nationals of OECD member countries, irrespective of their racial or ethnic origin, opinions or beliefs, gender, sexual orientation, health or disabilities.

The OECD promotes an optimal use of resources in order to improve its efficiency and effectiveness. Staff members are encouraged to actively contribute to this goal.