

SPI ALBANIA

JUNIOR OPERATIONS OFFICER

TERMS OF REFERENCE

The position

The Junior Operations Officer will be a member of the SPI Secretariat that will orchestrate the activities of SPI Albania, the public-private partnership for Albanian financial sector modernization created with the World Bank's Convergence Program support. SPI Albania is placed under the oversight of a Public-Private Steering Committee (the SPI Committee), which represents a high-level commitment to public-private dialogue on financial sector development.

In the SPI context, the Junior Operations Officer will fulfill the functions of "**SPI Director of Operations**" (**DOP**). He/she will cooperate closely with the "SPI Director of Analytics and Policy" (DAP) that is also part of the SPI Albania. He/she will be supported by a Banking Sector Technical Anchor that is also member of the SPI Secretariat.

His/her role consists of the following responsibilities:

- To orchestrate the SPI Albania activities, building an external profile, assembling the working groups and keeping the major stakeholders aligned with work progress;
- To promote consensus-building, ensuring prompt enactment of decisions and helping mobilize long-term funding;
- To build high-level relationships in the Albanian banking community;
- To help Convergence Management create a regional expert network.

Reporting

The **DOP** will report to the SPI Regional Operations Director, who in turn reports to the Head of the Convergence Program.

Requirements

This position requires managerial and organizational skills to be effective in an unstructured and evolving work environment. It also requires an ability to interface with tact and decisiveness with senior authorities, the local banking community and international organizations.

Additional requirements are as follows:

- Entrepreneurial desire to build a new "institution", under limited guidance, coping with ambiguity and uncertainties.
- Strong motivation to work hard under tight deadlines to meet ambitious objectives.
- Exceptionally developed interpersonal skills.
- Broad exposure to financial sector policy and business issues (min. 5 years).
- Proven business development and project management skills.
- Good analytical and quantitative skills.
- Excellent written and verbal communication skills in English and Albanian.
- MBA or Masters in Finance/Economics/Law strongly preferred.

Context

Administered by the World Bank, the "Convergence" Program has been set up to promote the build-up of analytical capabilities in financial economics, banking and finance and legal and regulatory matters within the civil society of its seven countries of operations in South-East Europe.

To achieve this objective, it uses two instruments: 1) to undertake analytical studies of micro-structural issues that, if properly regulated, could impact the growth of financial sector intermediation; 2) to bring the results of these studies and other sponsored by other institutions, supported by a specific "Convergence" opinion, to the attention of authorities for decision-making after open public consultations.

Convergence has found common understanding and willingness among the Albanian financial industry stakeholders to start shaping an evidence-based and proportionate regulatory-making method to pursue the modernization of Albania's financial sector as it strives to converge towards the EU Single Financial Market practices. The Special Projects Initiative is intended to support this evolution.