



THE WORLD BANK GROUP

TERMS OF REFERENCE FOR AN INTERNSHIP CANDIDATE

Doing Business Project, Development Economics Vice Presidency

BACKGROUND

The Development Economics Vice Presidency (DEC) seeks to increase understanding of development policies and programs by providing intellectual leadership and analytical services to the World Bank Group and the development community. DEC is the research and data arm of the World Bank Group. Under the leadership of the Senior Vice President and Chief Economist as well as the Global Indicators Group, the *Doing Business* project produces quantitative indicators and analysis of specific laws and regulations that influence firm's decisions to invest, create jobs and improve productivity in 191 economies. Topics covered include the regulation of entry, construction procedures, electricity, property registries, credit markets, investor protection, taxation, trade, contract enforcement, labor market regulations, insolvency processes, and public procurement. Results are presented in an annual report titled "*Doing Business*," a website database of business environment indicators, academic papers and country reports that inform advisory work and operations for client countries.

Highly motivated interns are invited to join this dynamic unit, requiring a mix of operational and research skills and good knowledge of law, economics, or international affairs.

RESPONSIBILITIES

Duties of the **fall internship** will include, but not be limited to the following:

- Assist with the preparation of publication and dissemination of the *Doing Business* 2022 report
- Assist with the preparation of presentations, summarizing the report's data and findings, identifying historical trends, and creating visualization tools (e.g., figures, charts, tables)
- Assist with uploading the data on the *Doing Business* website and maintaining/designing the website
- Assist in preparation of comparative analysis related to the set of indicators on a country by country and/or regional basis
- Assist in writing case studies that serve as background material for the report as well as good practices and reforms summaries related to the sets of indicators
- Maintain a specific set of indicators – including administering surveys to local experts and data collection. Analyze and assess indicators on a country by country basis – including verifying survey responses with primary data sources and publicly available information, checking survey responses against each other, and following up with survey respondents until a final, verified country file is produced
- Help maintain effective links with local external partners, leading new local partners' recruitment and selection based on expertise through referrals, web search, World Bank Group country offices, and other creative sources
- Provide general support to the project, as required

TIMEFRAME/GRADE

The intern will work on a **part/full-time basis** for the duration of the contract (**September 2021 to December 2021**). Please note **no monetary compensation** will be offered from the World Bank Group (WBG).

Amid the COVID-19 pandemic, the team recognizes that the situation regarding on-site work remains fluid. As such, the **fall internship** will mostly be **remote**, and interns **will not be required to move to Washington, D.C. during this period**. However, should conditions permit and the WBG HQ becomes open at any point during the internship, interns **who are already physically located in the Washington D.C. metropolitan area may choose to work in-person**, contingent on managerial approval and satisfactory fulfillment of any prerequisite outlined by WBG senior management. Please note that the *Doing Business* team **will not sponsor an internship candidate for G4 visa**.



SELECTION CRITERIA:

- Applicant must **receive academic credit or external funding** to be eligible. **Eligibility will be verified prior to interview scheduling.**
- Applicant must be **enrolled in an advanced degree** in Public Policy, Economics, Law, or relevant fields as considered by the recruiting team.
- Non-U.S. citizens/lawful permanent residents must secure the required work authorization in accordance with their visa category.
- Excellent oral and written communication and presentation skills in English and in one of the following languages: **Arabic, French, Portuguese, Russian or Spanish. Please note that languages levels will be tested during the interview.**
- Relevant professional/academic experience preferred.
- Demonstrated research and analytical skills and experience pertaining to private sector development issues.
- Understanding of substantive issues in comparative institutional and regulatory analysis in any of the areas covered by the report.
- Excellent command of Microsoft Excel, Word, and PowerPoint.
- Well-developed interpersonal and team working skills.
- High level of energy, initiative, persistence, positive attitude, and drive for results with agreed objectives and deadlines. Also, systematic, organized, patient and detail oriented.
- Proven ability to self-start work without close supervision, handle several different tasks simultaneously, and deal with rapidly shifting priorities under pressure.
- Ability to operate in multicultural environments and build effective working relations, with local and international partners in the private sector as well as clients across the World Bank Group.
- The World Bank Group is not responsible for working with/assigning writing assignments to interns and will only be completed on a case-by-case basis.

*Interested candidates should submit a résumé and cover letter by email with subject line “**Doing Business Fall Internship Application – LAST NAME, FIRST NAME**” to Mr. Lodovico Onofri at lonofri@worldbank.org. Applications are accepted on a rolling basis until 11:59pm EDT (Washington DC time) on Friday, August 27, 2021.*