



**Secondment position at the IOSCO General Secretariat
(R-2024-09)**

To support the work of the Organization, the IOSCO General Secretariat is seeking to recruit – on a two-year (renewable) secondment basis – at least four policy advisors to support the work of the Standards Development Division (SDD). The SDD integrates the policy work of the IOSCO Board’s eight Policy Committees, the Financial Stability Engagement Group, the Fintech Task Force, the Sustainable Finance Task Force, the Retail Investor Coordination Group, the Committee on Emerging Risks (CER), and the Affiliate Members Consultative Committee amongst other things.

The required skills and experience for this varied and challenging role, at Policy Advisor or Senior Policy Advisor level include:

- Excellent analytical, and written and oral communication skills in English.
- An understanding of international policy making processes, regulatory frameworks, and a familiarity with IOSCO’s structure, membership, and agenda.
- Proven technical competency in policy development, preferably with experience in financial market regulation or examination.
- Excellent time-management skills, to thrive in fast-paced environments delivering high-quality results under tight deadlines.
- Project management and internal reporting skills.
- An ability to develop strong working relationships and to liaise confidently with internal and external stakeholders at all levels.
- Ability to work cooperatively as a team player in a multicultural international environment.
- We would particularly welcome participants with knowledge in any of the following areas: derivatives markets, market functioning (primary and secondary markets), and/or post trade activities.

The tasks assigned to the successful candidate would typically include:

- Supporting the work of a committee/taskforce and specific work stream(s), including preparing agendas, documentation, and minutes and following-up on outcomes agreed by the group.
- Conducting research and analysis, including literature reviews and gathering information from IOSCO members and surveying stakeholders on specific subjects.
- Support the preparation of policy consultations and final reports, drafting Board memos, and scoping notes for policy projects.
- Support to the Committee/Taskforce/Working Group Chair, Vice Chair(s), the IOSCO Chair, and the Secretary General and Deputy Secretary General, including in the preparation of briefing notes for meetings, conferences and speaking engagements.



- Supporting external facing engagements (including possible working-level representative duties) at the Financial Stability Board, the Standard Setting Bodies and other international organisations (e.g. OECD, FATF).
- Following economic and regulatory developments of interest for IOSCO and its members.
- Coordination with other Secretariat colleagues to ensure the flow of information across the various areas of Secretariat work.

For further information on the secondment framework, including administrative and financial considerations, please see the [IOSCO Secondment Policy](#).

For these specific secondments we are looking for a full-time secondment financed by the sending organization.

Secondments are typically organized as on-site secondments, where the successful candidate relocates to Madrid, Spain, for a two-year term and operates in the Secretariat with the same working conditions as other IOSCO Staff.

We invite you to nominate a suitable candidate(s) with relevant expertise and practical experience. **The secondment positions are available immediately at a date to be mutually agreed with the successful candidate.**

Application process

We invite IOSCO members to put forward names of suitable candidates from their organisations.

Members who would like to propose one or more of their staff members as candidate(s) for the secondment position are asked to send the following in respect of these nominated candidate(s):

- Candidate's CV,
- Candidate's motivation letter,
- Candidate's self-assessment form (see excel file in annex 1), and
- The Organisation's statement of support (see annex 2)

to hrteam@iosco.org on or before **7 February 2025**. The positions will be filled on a competitive basis.

IOSCO accepts all eligible candidates without discrimination on any grounds, such as sex, gender, race, colour, ethnic or social origin, religion or belief, membership of a national minority, disability, age or sexual orientation.

If you have any questions, including the application deadline, financial and administrative considerations and/or required documentation, please do not hesitate to reach out to the Secretariat's HR Team at hrteam@iosco.org



Annexes

Annex 1: Candidate's self-assessment

Annex 2: Member's support statement