



World Bank Group HUMAN RESOURCES

WBG Fellowship Program

Terms of Reference

WBG	
TOR Number	2025-011
Title	Senior Digital Specialist
Unit	ECADE
VPU	Europe & Central Asia Regional Vice Presidency (ECAVP)
Duty Location	Kyiv, Ukraine
Length of Assignment	1 Year
Appointment Type	Special Assignment
Financial Arrangement	Salary and benefits are fully funded by the government and fellows will remain on government payroll. Additional benefits (housing, travel tickets and per-diem) will be covered by WBG.

Background/Organizational Context

Europe and Central Asia (ECA) Region

The Europe and Central Asia (ECA) region comprises 30 extremely diverse, predominantly middle-income countries, with a population of nearly 500 million people. ECA countries face structural and legacy issues, including an incomplete transition to a market economy and declining productivity, weak institutional capacity, dependence on fossil fuels, limited physical and digital connectivity and, in many instances, aging populations. Recent shocks (COVID-19, Russia's invasion of Ukraine, weather shocks and natural disaster) have further exacerbated these challenges, with significant impacts on the level, inclusiveness and sustainability of growth and overall living standards.

The World Bank Group is working closely with client countries in the region to address these issues, with increasing focus on productivity growth and job creation, energy security and water management, human capital and economic inclusion, and physical and digital connectivity. The region has a strong lending pipeline and a large portfolio of projects spanning a number of sectors. In addition, knowledge is critical to the Bank's value proposition to client countries in the ECA region.

For more information about the region: <https://www.worldbank.org/en/region/eca>

Eastern Europe Unit

The ECA Eastern Europe (ECCEE) Country Management Unit (CMU) oversees the World Bank's program in Belarus, Moldova, and Ukraine (IBRD). Each country program emphasizes harmonization and collaboration with other donors, including the European Union and IFIs. Management is decentralized, with the Country Director, Operations Manager, and Program Officers in Kyiv, Ukraine. A Country Managers is in Moldova, and a 5-person team in Washington, DC.

Digital Vice Presidency

Digital technologies offer a unique opportunity to transform development through digital solutions. The Digital Vice Presidency and its global and regional teams support client countries in building the foundational and cross-cutting elements of digital transformation through:

- Building digital infrastructure and data platforms (including digital connectivity infrastructure, data infrastructure and digital public infrastructure)
- Protecting institutions, businesses, and citizens through cybersecurity and data protection & privacy
- Developing ICT sectors and supporting digital entrepreneurship, skills and jobs
- Implementing and digitizing digital government services that improve accountability and transparency
- Supporting the Vice presidencies of People, Prosperity, Planet and Infrastructure in the digitalization efforts of their clients, and in leveraging digital solutions, including building client sectoral digital capacity, defining sectoral specific AI strategies, and designing sectoral AI solutions
- Supporting the World Bank regional vice-presidencies on the operationalization of the digital Global Challenge Program as well as cross-GP efforts of achieving the new Corporate Scorecard digital indicators.

The Digital VPU deploys a range of products, services and partnerships to advance global knowledge around key digital transformation topics, and to support countries to define and implement their vision for digital transformation through:

- Supporting World Bank regions that provide financing to governments in the form of grants, loans, guarantees and risk management products to support digital investment projects and implement policy reforms.
- Supporting World Bank regions that provide advisory services including targeted policy guidance, technical assistance, and capacity building.
- Knowledge products including data and diagnostics to provide actionable insights at regional, country, and local levels, research and thought leadership to expand the global knowledge base, as well as thematic operational toolkits.
- Convening services that bring together key stakeholders, from both public and private sectors as well as international and non-governmental organizations involved in advancing global digital transformation.

For more information: <https://www.worldbank.org/en/topic/digital>

Key Duties and Accountabilities

The Senior Digital Specialist will be responsible for the following across the for Digital operations and activities in Ukraine:

- Interact with clients at the policy and senior management levels, organize and manage policy notes on digital development and policy evaluation in collaboration with sector agencies, development partners and other Global Practices.
- Contribute to the design, preparation and supervision of World Bank Group financed digital development-related investment and policy reform programs in client countries, with a particular emphasis on stimulating development of digital connectivity infrastructure through leveraging private sector investments with matching investments from the Bank, strengthening regulatory agencies, facilitating development of digital government infrastructure, platforms and services, digital innovation and promoting development of digital skills, jobs and innovation.
- Advise clients on strategies, best practices and the design of programs on a range of digital transformation policy and regulatory issues to promote competition, investment, innovation, and job creation in the telecoms sector with the aim of boosting affordability, service quality and access to digital connectivity by citizens, businesses and governments and to stimulate the downstream development of value-added digital services.
- Providing technical expertise and advice on a range of policy and regulatory issues to promote competition, private sector investment and innovation in the digital economy sector with the aim of achieving by 2030 people, businesses, and governments to be digitally enabled.
- Contribute to policy dialogue with senior officials of client countries, regional institutions, and development partner agencies.
- Perform economic and financial analysis (market models, business models, banking cases, etc.) to inform decisions on project designs, Public Private Partnership (PPP) schemes, and financing plans in support of digital transformation.
- Developing with colleagues working in other sectors (including health, education, energy, financial services, transport, tourism, etc.) innovative and practical approaches to leverage digital technologies to improve service delivery and efficiency in the respective sectors and to stimulate digital innovation, entrepreneurship, and investment in those sectors by private sector actors.

This requisition is open through the WBG Fellowship Program for officials of Japan, Korea and/or Singapore.

Selection Criteria

- Master's degree or PhD in economics, telecommunications, engineering, computer science, law, public policy, or related field
- Minimum of 8 years of relevant experience, including strong track record of developing investment projects.

- Ability to lead a team of professionals in the preparation and implementation of major projects.
- Ability to think independently and demonstrate political sensitivity and mature judgment.
- Ability to deal sensitively in multi-cultural environments and demonstrated effectiveness in developing and maintaining positive client (internal and external) and partners relations.
- Ability to coach, mentor and develop more junior staff.
- Excellent analytical and writing skills as demonstrated in a proven track record of effectively delivering technical information in a clear, easily understandable, and effective manner.

Competencies:

- Demonstrated in depth knowledge and understanding of the project management concepts as they relate to the implementation of complex, multi-functional projects in varied geographical and economic conditions.
- Recognized by peers and/or managers for ability to identify and proactively solve operational issues and problems.
- Successful track record as team leader for digital projects in areas related to digital connectivity (including domestic and international connectivity), digital public infrastructure and cloud operations, and innovation.
- Strong understanding of advanced digital ecosystem of inter-related policies, strategies, infrastructure, institutions, laws, and regulations needed to promote digital development.
- Strong business development skills, including an ability to assesses client needs in relation to the digital transformation and adoption trends, SDGs and the available Bank diagnostics and instruments.
- Excellent conceptual and analytical skills, including ability to think strategically and innovatively about the role of digital technologies for socio-economic development and for transformation in other sectors of the economy, and to conduct core business development tasks, such as preparing project proposals, drafting project concept notes, facilitating client co-design workshops, understanding, and complying with operational procedures in relation to new business opportunities.
- Excellent client engagement skills, taking responsibility and accountability for timely response to client queries, requests or needs, working to remove obstacles that may impede execution or project success.
- Excellent written communication skills with a proven track record of effectively delivering technical information in a clear, easily understandable, and effective manner.
- Strong drive for results, taking personal ownership and accountability to meet deadlines and achieve agreed-upon results.
- Strong business judgment and analytical decision making, analyzing facts and data to support sound and logical business decisions.
- Proven ability to function effectively as a team member of multi-disciplinary teams and resolve conflicts constructively.

- Experience working in FCV environments would be an asset.