

## IARIW Executive Director, 2025-2029

Founded in 1947 by Nobel Laureate economists Richard Stone and Simon Kuznets, the International Association for Research in Income and Wealth (IARIW) has a long and prestigious history. It aims to further ground-breaking research on the measurement and analysis of income, wealth, and wellbeing, including themes such as national and environmental accounting, poverty, inequality and wellbeing, innovation, productivity, infrastructure, housing and new forms of intangible capital, among many others. Key activities include hosting conferences and events, including biennial general conferences, and regional or special conferences in the interim years. The association also publishes the leading quarterly journal, the *Review of Income and Wealth*. The IARIW membership extends across world regions to include leading international experts along with a broad range of high profile national and international statistics and research institutions.

The IARIW seeks a new Executive Director to support and develop its operations and activities. The incumbent benefits from engagement in a broad community of international experts and research fora, including travel to high-profile international conferences and events.

### Job description

The Executive Director (ED) leads the day-to-day operations of the association, working closely with the IARIW President, Treasurer and Council to ensure its sound governance and overall effectiveness. He or she undertakes outreach and communication activities, develops partnerships and networks, manages association membership and provides input to the strategic direction of the organization. The ED also manages the association's finances to maintain a sound long term financial position.

### Key responsibilities

The ED works closely with the President, Treasurer, and committee chairs to undertake the following broad activities:

**1) *Conferences and event coordination:***

Leading the development, organization, and promotion of IARIW conferences and other events, including the biennial General conferences and special conferences in interim years, in collaboration with conference hosts and program committees.

**2) *Membership liaison and development:***

Informing membership of IARIW activities, managing renewals for individual and institutional members. Managing financial assistance activities and awards. Developing and implementing strategies for expanding the membership base across world regions or among poorly represented groups.

**3) *Communications and strategic planning:***

Development and maintenance of the IARIW website and other communication tools. Development and implementation of social media strategies and other promotional and communications activities.

**4) *Organization and governance:***

Preparation of the agenda, documents and minutes for meetings of the IARIW Council and associated committees. Overseeing the nomination and election processes for council members according to established practices. Oversight of the non-editorial operations of the Review of Income and Wealth, including interactions with the publisher (Wiley).

**5) *Financial management:***

Overseeing the financial operations of the Association, including bookkeeping, annual preparation of the audited financial statement, organizing the receipt and payment of funds, oversight of the financial portfolio, and reporting on IARIW financial operations to the relevant tax authorities in accordance with legal and regulatory requirements.

Desired qualifications and skills

The selection committee is seeking a proactive, engaged, and collaborative individual with strong demonstrable leadership, management, and communication skills, including for outreach and event coordination. While not strict requirements, characteristics considered advantageous for the role may include:

- Experience in or substantial exposure to the activities and functioning of the IARIW or a similar non-profit organization.
- A background in economic research, in particular the measurement of income, wealth, wellbeing, inequality, or related fields from either a macroeconomic or household/individual perspective.
- Well-developed networks in the academic, research or institutional communities in the field of economics or statistics.

Application process

Applicants are asked to submit their CV to the [info@IARIW.org](mailto:info@IARIW.org) by *January 31, 2024* along with a cover letter addressing the following elements:

1. *Why you are interested in the role of executive director of the IARIW and how your background and experience meet the requirements of the position.*
2. *Communication strategies you envision to effectively engage the IARIW membership (for example via the IARIW website, social media, or other avenues) and to develop and maintain strategic partnerships to improve the organization's influence and reach.*
3. *Strategies you propose to expand the IARIW membership base and promote broad and inclusive participation in conferences and events (for example to*

*engage promising young researchers or professionals or leading experts from underrepresented world regions).*

4. *Your proposed approach to setting up and overseeing the IARIW secretariat within a budget envelope of \$150,000 to \$200,000 (USD) This amount includes the Executive Director's remuneration but excludes required travel and other non-routine expenditures, such as expenses associated with hosting conferences or other events, or external contracts subject to approval from the IARIW financial committee. Please outline what arrangements, elements, or resources you would draw upon to establish the secretariat, including, for example, collaborations with affiliated organizations or established partners.*

After the closing date, the selection committee may choose to contact prospective candidates for further clarification and discussion of their application.

The successful candidate must be available during an overlap period starting in the Spring of 2024 to discuss and facilitate an effective transition. A limited transition budget may be considered.

Selection committee

Catherine Van Rompaey (IARIW President)

Charles Horioka (IARIW Treasurer and President-elect)

Rebecca Riley (IARIW Council)

Qualified candidates are encouraged to contact Catherine Van Rompaey (IARIW President) at [cvanrompaey@worldbank.org](mailto:cvanrompaey@worldbank.org) for further information if required.