

<b>Ministry:</b>	<b>Ministry of Finance</b>
<b>Division:</b>	Economic & Fiscal Policy Division (EFPD)
<b>Location:</b>	St George Building (Nuku'alofa)
<b>Job Title:</b>	Chief Economist, Macroeconomic & Fiscal Policy Division (EFPD)
<b>Position Number:</b>	FIN08201111100110002
<b>Reports to:</b>	Deputy CEO (EFPD)
<b>Band:</b>	H
<b>Salary:</b>	\$34,608 - 51,912
<b>Job Purpose</b>	<p><b>Ministry Profile Statement:</b></p> <ul style="list-style-type: none"> <li>✚ Improved macroeconomic management &amp; stability with deeper financial markets.</li> <li>✚ Closer public/ private partnership for economic growth</li> <li>✚ More efficient, effective, affordable, honest, transparent &amp; apolitical public service focused on clear priorities.</li> <li>✚ Appropriate decentralization of government administration with better scope for engagement with the public</li> <li>✚ Improved collaboration with development partners ensuring programs better aligned behind government priorities.</li> <li>✚ More reliable, safe, and affordable information and communication technology is used in more innovative ways.</li> <li>✚ Improved national and community resilience to the potential disruption and damage to wellbeing, growth and development from extreme natural events and climate change.</li> </ul> <p><b>Job Purpose:</b></p> <ol style="list-style-type: none"> <li>1. Ensure overall management, supervision and co-ordination of the <i>Macroeconomic unit</i> and all its related activities, supported by micro work stream, which would be feeding through or run in parallel to the work on microeconomic work stream; in order to ensure macroeconomic stability and fiscal management: <ul style="list-style-type: none"> <li>• Providing policy analysis and advice on macroeconomic stability and implications of fiscal policy on the socio-economic status of Tonga.</li> <li>• Review and evaluate relevant government policy on macroeconomic-social issues.</li> <li>• Ensure timeliness, satisfaction and quality of data/customer services/reports provided and reported by Macroeconomic unit, supported by microeconomic related activities</li> </ul> </li> <li>2. Help ensure appropriately trained staff with good office work ethic – for the macro unit – supported by constructive and sound analysis, procedures, documentation for development economics, and sound fiscal framework, to facilitate the conditions for the delivery of the National Vision and Outcome Objectives of Government. Provide back stop to the operations of the whole division when the Deputy CEO is away.</li> </ol>

**Accountabilities /  
Outcomes**

**Planning:** corporate and annual management planning and individual work plan

- Individual Work Plan (IWP)
- Ensure JDs for all posts under macro section are well aligned and support the delivery of the division's CP/AMP
- Ensure alignment of all work plans for macro related activities are linked and related to micro assessment and activities.
- Provide contribution for the Annual Management Plan (AMP) for Macroeconomic unit.
- Provide contribution for the Corporate Plan (CP) for Macroeconomic unit.
- Provide contributions from the macro related activities for the Annual report of the division.

**Organizing:** division of labour, organization structures, procedures

- Assist the HOD to supervise and mentor staff and maintain a conducive and friendly work environment.
  - Support to the desired of the unit to work including supervision and mentoring of staff, and on occasions act for the Head of Division in their absence.
  - Support with her/his delivery of the division's output.
- Develop and maintain effective working relations with and disseminate information to key stakeholders such as government line ministries/agencies and international partners such as IMF, World Bank & ADB for planned missions.
  - Preparation for the IMF Article IV mission including responding to their questionnaires.
  - Attend/participate in meetings with the IMF Article IV mission & other sessions on real sector.
  - Attend other meetings where necessary (including growth committees & other overseas missions)
  - Compilation, verification of information and data to be sent out.
- Representing the Ministry at various meetings, technical, domestically, and overseas, with other Ministries and a wide range of other stakeholders, that would assist with policy analysis and advice.
  - Proactively support the representation of the Ministry at overseas and domestically- with MDAs and with wide range of stakeholders with good two way consultation and sharing of information.
  - Support to communicating government macro & micro-economics and development policies to stakeholders with assistance in verification of data and information requested.

**Leading:** communications with stakeholders, staff management and development

**1. Policy analysis and advice**

Assist HOD to provide regular timely and proactive policy analysis and advice on macroeconomic/social issue, national development including trade, formulation, updating and monitoring with particular focus on consistent budget strategy and the impact of government policy proposals and decisions

- Lead in peer review, analysis and evaluate of a request for government subsidy

- Assist HOD in the Revenue Policy Committee (RPC)
- Assist HOD in conducting meetings and providing secretariat roles of the Macro Technical and Advisory Committees
- Lead and participate in peer review and analysis of economic implications and assist in the development of working paper for policy considerations for consistency with government policies & decisions.

**2. Macroeconomic and Fiscal policy review and assessment**

Lead in conducting analysis, review and evaluate of macroeconomic performance using the macroeconomic framework through

- Conduct analysis, peer review and evaluate macroeconomic performance using the revenue forecast and medium-term expenditure framework.
- Monitor of fiscal anchors
- Provide macro and fiscal implications of government policy and decisions.

**3. Economic Forecast**

Responsible to finalize overall GDP forecasting with the forecast team – sector analysis.

Finalize assessment on the performance of the economy through conducting of economic forecast (GDP forecasting) and presentations on the status of the economy.

**4. Government Budget**

Provide input and analysis into the preparation of documents for the budget process



**Budget Strategy**

- ✓ Assess overall results for GDP forecast and identify areas for policy development
- ✓ Develop a proposed strategy for the identified areas for policy development for a macro perspectives.
- ✓ Indicate likely macro and fiscal implications of those proposed strategies
- ✓ Monitoring of budget strategy status.

**Budget Statement**

- ✓ Lead coordination role of the division to produce Budget Statement (BS) – give direction to who and where
- ✓ Draft relevant sections of the BS – executive summary, foreword etc.
- ✓ Coordinate the compilation role of the division- compiling all sections into one document (BS)
- ✓ Provide Tongan translation of relevant section of the BS
- ✓ Overall checking and quality control of the BS (both English & Tongan versions) for submissions to both Cabinet & LA
- ✓ Incorporate comments for both versions of the BS prior & after Cabinet & LA

	<p>✓ Coordinate the printing &amp; binding of the BS for submissions both to/after Cabinet &amp; LA</p> <p><b>Technical</b></p> <p><b>1. Overall administer the maintenance and enhancement of the Database on key Selected Economic Indicators for a robust policy analysis and advice</b></p> <ul style="list-style-type: none"> <li>• Ensure database is updated and verify data that input into the database through discussion with the Economist and Assistant Economist.</li> </ul> <p><b>2. Maintain the forecast framework and assist in maintaining of the macroeconomic framework for providing direction in the overall design and policy framework, inform and strengthen evidence based policy decisions</b></p> <ul style="list-style-type: none"> <li>• Provide training sessions with the sector analyst where necessary on the macro framework</li> <li>• Conduct GDP monitoring discussion with the forecast team</li> </ul> <p>Assist through support and strengthening of the macroeconomic framework with integration of various issues including shocks with WB and IMF mission. Other issues to be considered between staff and mission including demographic aspects of Tonga (birth/fertility rate &amp; death rate) to be linked with the government (education) expenditure.</p> <p><b>Controlling:</b> monitoring &amp; evaluation, correcting and reporting</p> <p><b>Macroeconomic Framework</b>  <i>As Fiscal Analyst:</i></p> <ul style="list-style-type: none"> <li>• Compile and update GFS and outlook.</li> <li>• Review, assessing and reporting on the overall developments of GDP and economic growth.</li> <li>• Analyze BOP and Current impact of Fiscal out look</li> <li>• Revenue Forecast and its impact on Fiscal Anchors</li> <li>• Medium Term Expenditure Outlook</li> </ul> <p><b>Periodic Economic Updates</b></p> <ul style="list-style-type: none"> <li>• Ensure that the Economic Status is well reported on the Half-Yearly Review Report</li> </ul> <p>Make relevant comments and assist with quality checking of MEU, QEU and HYR prior sending off to the HOD</p> <p>Carry out any other work related duties as may be directed by the Deputy CEO for EFPD Division or the CEO of Ministry of Finance</p>
<b>Person Specification</b>	
<b>Skills and Abilities</b>	<p><b>Mandatory:</b></p> <ul style="list-style-type: none"> <li>• strong leadership and management skills, including mentoring.</li> <li>• excellent analytical skills with ability to explain to a non-technical audience</li> <li>• Excellent computer skills and well versed with appropriate computer programs such as Microsoft Office (Word, Excel, Access, Power Point etc).</li> </ul>

	<ul style="list-style-type: none"> <li>• Excellent communication skills: fluent in both Tongan and English languages (written and spoken).</li> <li>• good public relation and networking skills able to work with a range of professions and organizations</li> <li>• able to work in resourced constrained environment</li> <li>• ability to travel and work after hours when the need arises</li> <li>• Good communication skills. Good command of both Tongan and English languages (written and spoken).</li> <li>• highly committed, self-motivated and proactive</li> <li>• able to motivate others in a positive and constructive manner</li> <li>• well organized and hardworking</li> <li>• high honesty and intellectual integrity</li> <li>• willing and able to provide mentoring to junior staff</li> </ul>
<b>Qualifications and Experience</b>	<p><b>Mandatory:</b></p> <ul style="list-style-type: none"> <li>⚡ Master Degree with at least 2 years working experiences in a similar role OR at least 4 years relevant working experience.</li> <li>⚡ Post Graduate Diploma with at least 3 years' experience in a similar role or at least 5 years relevant working experience.</li> <li>⚡ Bachelor degree with at least 5 years' working experiences in a similar role or at least 8 years relevant working experiences.</li> </ul> <p><b><u>Qualification acceptable for this role must be in Commerce, Economics, Business or related field from a recognized educational institution.</u></b></p>
<b>Authorised by (sign and date)</b>	
<b>Deputy CEO / HOD - EFPD</b>	<p>Name: Mrs Lesieli Tufui Faletau</p> <p>Signature &amp; Date:  21/01/2024</p>
<b>CEO for Finance</b>	<p>Name: Mrs Kilisitina Tuaimeri'api</p> <p>Signature &amp; Date:  16/01/24</p>
<b>Employee</b>	<p>Name: Vacant</p> <p>Signature &amp; Date:</p>

