FSD Africa JOB DESCRIPTION

|  |  |  |  |
| --- | --- | --- | --- |
| 1. JOB TITLE | Senior Climate Finance Specialist | **GRADE** | 5 |
| 1. PILLAR | Capital Markets | | |
| 1. ABOUT THE ORGANISATION | Created in 2012, FSD Africa (FSDA) is a multi-million-pound financial sector development programme based in Nairobi. It is funded by the UK Government’s Department for International Development (DFID) and aims to reduce poverty across sub-Saharan Africa (SSA) by building financial markets that are efficient, robust and inclusive.  FSDA is a market facilitator or catalyst. It applies a combination of resources, expertise and research to address financial market failures and deliver a lasting impact, working on issues that relate to both ‘financial inclusion’ and ‘finance for growth’.  FSDA is also a regional platform. It fosters collaboration, best practice transfer, economies of scale and coherence between development agencies, donors, financial institutions, practitioners and government entities with a role in financial market development in SSA. | | |
| 1. REPORTING RELATIONSHIPS | REPORTS DIRECTLY TO | Director Capital Markets | |
| REPORTS INDIRECTLY TO | n/a | |
| DIRECT REPORTS | Consultants engaged in projects | |
| INDIRECT REPORTS |  | |
| 1. JOB PURPOSE | This Senior Capital Markets Specialist role will lead the area of Climate Finance interventions in the various SSA markets. The role will lead in the identification of SSA market priorities, appreciate market needs and requirements and determine opportunities for Capital Markets to contribute to transformational change and improvement.  The job holder will be accountable for the development and implementation of projects working directly with implementing partners and consultants in the delivery of the projects and ensuring the successful management of FSD Africa Capital Markets strategic and operational interventions.  In addition, the role will provide thought leadership in the space, providing strategic and tactical advice to partners and external stakeholders and driving the transformation of capital markets through effective influencing, advocacy and communication. He/she will be responsible for managing complex projects with a team of specialists and consultants, and will be a credible coach for the external stakeholder | | |
| **6. KEY RESPONSIBILITIES AND ROLE REQUIREMENTS**  **Thought Leadership & Strategy Development**  To participate in the development of strategy and programmes for the Capital Markets pillar:   * Ensure regular engagement with other experts & decision makers in SSA countries to understand the strategic priorities for the development of capital markets * Lead FSDA’s research into Climate Finance, developing a deep and comprehensive understanding of the financial systems in SSA and how to leverage beneficial change * Pay attention to personal professional development and learning in order to remain an expert in the fields of Capital Markets Development and Financial Inclusion * Contribute towards the development of strategy for the Capital Markets pillar; ensuring that insights in Climate Finance are incorporated into the design and development of relevant theories of change * Identify a portfolio of projects in the Climate Finance space that will enable us to have a transformative impact on the market; aligned to DFID strategy and FSDA development goals * Develop tools, methodologies and approaches (IP) which will guide the team and stakeholders in implementing best practice in Capital Markets Development   **Project Design & Implementation**  Ensure the effective implementation of Capital Markets projects; ensuring that the results anticipated in the MRM framework are achieved:   * Conceptualise, design and write investment proposals including results measurement and risk management frameworks * Following approval, develop detailed implementation plans; including budgets and procurement of consultants / implementing partners as required * Ensure the effective implementation of projects so that milestones of the project plan are achieved on time and to standard * Lead monitoring, results management, and learning for all projects being implemented; ensuring objective analysis of results and appropriate corrective actions as required to optimise FSDA’s beneficial impact * Provide high quality technical advice and support to Implementing Partners, Consultants and other project stakeholders in Capital Finance * Ensure comprehensive and timely communication with all project stakeholders   **Financial management & fundraising**  Contribute to the management of the finances associated with the Capital Markets Pillar aiming to optimise the impact that is achieved with resources and ensuring compliance with FSDA and Donor policies:   * Identify opportunities for fundraising and co-funding for the work of FSDA & support with proposal development as requested * Conceptualise how funds and other limited resources may be best allocated to achieve optimum impact; including supervising the work of consultants to optimise value for money * Track and monitor budget spend and associated activities ensuring cost effective utilisation of resources and timely achievement of financial targets * Ensure that the accountability requirements of donors are met and that good relationships with funders are maintained at all times   **Influencing & Communicating for Impact**  Drive the transformation of capital markets through effective influencing, advocacy and communication strategies:   * Contribute towards stakeholder mapping for the pillar, identifying key decision makers / power brokers and develop innovative ideas for influencing them and/or transforming their mindsets * Publish industry thought-leadership materials, particularly in the area of Climate Finance * Contribute to the development and implementation of FSDA’s Communications Plan, building FSDA’s web presence, supporting thought leadership activities (publications, briefing notes, case studies, conference presentations), co-ordinating events, seminars etc.; establish us as a leading voice in Climate Finance thinking and knowledge * Participate in networking events and/or convene stakeholders in order build awareness and influence the thinking around capital markets   **Implementing partner engagement & capacity building**  Support the Director of Capital Markets in identifying, engaging and empowering key implementing partners; so that they are equipped to operate effectively and contribute to the development of their respective Capital Markets:   * Ensure appropriate selection of partners; ensuring optimal combinations of partners to bring out their synergies for the programmes e.g. political economics, due diligence, influence, etc. * Build and maintain relationships with senior leaders in chosen implementing partners, leveraging new opportunities that may arise and dealing promptly with relationship difficulties * Engage partners in joint strategizing and the development of projects that will leverage change and have a positive impact on capital markets development   **Carry out any other duties or special assignments as assigned by the Management**. | | | |

|  |
| --- |
| **7. PERSON SPECIFICATIONS – ESSENTIAL AND DESIRABLE**  **7.1 Qualifications and Education**   * Master’s degree or equivalent senior professional experience * Excellent written and spoken English   **7.2 Experience, Knowledge and Skills**   * At least 10-15 years of experience in the areas of technical specialism, including at a senior level, in a financial markets environment. * Ability to manage project portfolio in GBP 1-5 million range * Ability to manage project diversity and complexity * Ability to manage significant complexity and conceptual sophistication * Successful track record of delivery of results in the area of technical specialism and the provision of technical assistance * Track record of managing relationships and influencing key stakeholders at leadership or specialist level * Experience in conducting and analysing research * Understanding of the development world and strategic MRM (preferred)   **7.3 Desirable**   * Experience of working in a multi-cultural environment * Knowledge of donor policies and procedures * Previous experience of working in FCDO -funded projects * Languages: French, local African languages |

|  |  |  |  |
| --- | --- | --- | --- |
| **8. COMPETENCIES** | **Level 1**  **Foundation** | **Level 2**  **Specialist** | **Level 3**  **Leadership** |
| Commitment & Drive for Results |  |  |  |
| Proactivity & Innovation |  |  |  |
| Effective Resource Management |  |  |  |
| Relationship Building |  |  |  |
| Communication & Influencing |  |  |  |
| Thinking & Problem Analysis |  |  |  |
| Learning & Resourcefulness |  |  |  |

|  |  |  |
| --- | --- | --- |
| **9. KEY RELATIONSHIPS** | | |
| **Internal Relationships**   * Senior level with pillar leads * Manage / collaboration with pillar heads and the network | **External Relationships**   * Senior stakeholders in their industry * Client and Implementing partners | |
| **10. FINANCIAL RESPONSIBILITIES** | | |
| **Direct Control**   * GBP 2.5-7.5 Million (size portfolio) | **Indirect Influence** | |
| **11. APPROVAL PROCESS** | **SIGNATURE** | **DATE** |
| Job Holder |  |  |
| Chief Operating Officer |  |  |
|  |  |  |