

JOB DESCRIPTION

JOB TITLE	SENIOR SPECIALIST, GENDER		GRADE	5B
PILLAR	DEVELOPMENT IMPACT			
ABOUT THE ORGANISATION	<p>FSD Africa is a specialist development agency working to help make finance work for Africa's future. Based in Nairobi, FSD Africa's team of financial sector experts work alongside governments, business leaders, regulators, and policymakers to design and build ambitious programmes that make financial markets work better for everyone. Our investment arm, FSD Africa Investments, provides early-stage, risk-bearing, catalytic and patient capital to inventive commercial organisations in order to stimulate capital flows in support of green economic growth benefiting people and planet. Established in 2012, FSD Africa is incorporated as a non-profit company limited by guarantee in Kenya. It is funded by UK aid from the UK government.</p> <p>For more information, please visit: http://www.fsdafrica.org</p>			
REPORTING RELATIONSHIPS	REPORTS DIRECTLY TO	Director, Development Impact		
	REPORTS INDIRECTLY TO			
	DIRECT REPORTS	<ul style="list-style-type: none"> • Consultants engaged on projects • Manager/Assistant Manager, Gender (when hired) 		
	INDIRECT REPORTS	Gender champions at pillar level		
JOB PURPOSE	<p>The Senior Specialist, Gender will spearhead the development and implementation of strategies and approaches that make FSD Africa an increasingly gender intentional organisation, leveraging finance and financial sector development in promoting sustainable economic empowerment of women, and their meaningful involvement in the climate action agenda. The person will bring energy and vision to this role, and will work with staff and partners/investees in developing a portfolio of projects and investments that are gender responsive. S/he will bring technical insight and expertise in women's economic empowerment and will have a passion for working at the nexus of gender, financial sector development and climate.</p>			
KEY RESPONSIBILITIES AND ROLE REQUIREMENTS				
1. Analyse & Strategize				
<p>Drive and support research and analysis to inform FSD Africa's gender approach, ensuring that it is well aligned with the company's overarching strategy.</p> <ul style="list-style-type: none"> • Keep up to date on global trends, developments, and key international issues in the key technical areas relevant to the work of FSD Africa. • Directly manage market research and analysis to identify potential leverage points, risks and opportunities for disruptive change, and key market players who could act as transformative gender agents. 				

- Prepare and lead, on an annual basis, an issues paper that outlines gender perspectives that could inform pillars' annual business plans and ambitions.
- Work closely with the Director, Development Impact, and Manager, Evidence and Insights in implementing the gender component of FSD Africa's Strategic Research and Learning programme.
- Produce written work in a format that will be relevant and useful to key internal and external stakeholders.

2. Strategy & Planning

With support from the Director, Development Impact, and through collaboration with other staff members, lead the development and implementation of a corporate gender strategy and implementation plan.

- Support FSD Africa's corporate strategy and business plan development, contributing insights and expertise that help the company identify and pursue opportunities related to women's economic empowerment and more generally their meaningful participation in Africa's climate action agenda.
- Participate in the development of the overall Development Impact pillar strategy; lead the development of detailed implementation plans for gender in the delegated sections of the strategy.
- Support the Director, Development Impact in the development of policies, tools and other resources which can facilitate the mainstreaming of gender and good practice at FSD Africa.
- Provide technical advice and tools in the design of pillar strategies and activities, ensuring gender is sufficiently provided for.

3. Intervene

Work with pillar heads, project managers and investment deal teams to design and implement a portfolio of interventions that maximises positive gendered impact, including but not limited to women's economic empowerment.

- Participate in the development of interventions that comply with FSD Africa's gender strategy and the company's investment guidelines on gender.
- Design, update, and lead the utilisation of tools and approaches that help point project managers and deal teams to opportunities and risks that a project/investment under consideration might bear for women.
- Advocate for greater attention to gender perspectives, providing the necessary rationale and advice on approaches to support gender mainstreaming in projects and investments.
- Support gender-relevant engagements with the processes involved in gaining approvals for new projects, onboarding investees and implementing partners, and procuring the professional services required for successful implementation.
- Provide technical assistance to pillars and, if requested, their implementing partners, to enhance their capacity for successful implementation of gender commitments.
- Identify and train other employees on inclusivity strategies and gender integration with the goal of building a sustainable model for gender at FSD Africa.
- Coordinate FSD Africa's engagement with the FSD Network Gender Collaborative Programme (CoPro), managing the relationships and resources needed for our meaningful participation in that programme.

4. Regular monitoring, reporting and learning on FSD Africa's gender intentionality and impact

Ensure progress in implementation of FSD Africa's gender strategy is sufficiently tracked and learnings are utilised to maximise impact and innovation.

- Develop approaches and tools for tracking and reporting progress being made towards making FSD Africa a gender intentional organisation, including its system-wide and micro-level gendered impact.
- Collect, analyse and disseminate on a regular basis, statistics on the extent to which pillars, programmes and investments are embedding gender, thus providing a holistic picture on the state of gender at FSD Africa.
- Monitor the achievement of goals set out, and the outcomes against strategy, working with other members of the DI pillar to prepare gender performance write-ups for FSD Africa's impact report, reports to the Board and funders, etc.
- In collaboration with the Evidence and Insights manager, develop and disseminate a collection of good practice examples of gender mainstreaming in different types of work carried out by FSD Africa.
- Arrange for the preparation of special reports as needed, on gender issues.

5. Advocate & Communicate for Influence

Drive women's economic empowerment and meaningful participation in the climate action agenda through effective influencing, advocacy, and communication strategies

- Represent FSD Africa in key related events and build and maintain relationships with implementing partners, government institutions, media outlets, etc, always behaving in a manner that is consistent with our brand and values.
- Contribute towards stakeholder mapping for the identification of key decision makers / power brokers / customer groups and the development of innovative ideas for influencing them and/or transforming their mindsets.
- Identify how stakeholders need to be influenced to support the success of FSD Africa's gender approach; for instance, advocating for policy reform or stimulating market demand amongst potential beneficiaries.
- Contribute to communication about the FSD Network's Gender CoPro activities (e.g., by developing FSD Africa related content for written materials/website; participating in campaigns etc).

6. Manage Risks & Resources

Support the good management of gender workstreams by ensuring value-for-money procurements, timely development of quality reports, and budget compliance.

- Support the FSD Africa Gender champions including Equality, Diversity and Inclusion (EDI) champions, Gender Copro and staff to ensure they have the resources to deliver their gender strategies and workplans.
- Keep a database of suitable consultants for deployment on Gender projects; monitor and manage the outputs of consultants to ensure results are achieved.
- Work with the Director Development Impact to monitor the Gender budget, ensuring that financial resources are managed in accordance with FSD Africa's procedures and that optimal value for money is achieved.
- Monitor identified project risks and work to mitigate these.
- Support the Director, Development Impact in the development, dissemination and storage of reports and publications; especially ensuring that any accountability requirements to donors are delivered on time and to standard.

Carry out any other duties or special assignments as assigned

PERSON SPECIFICATIONS

Qualifications and Education

1. Master's degree in Gender, Development Studies, or other related field with 9 years of experience, or Bachelors degree with 12 years of experience, in gender mainstreaming in development programmes, financial inclusion and women's economic empowerment.
2. Professional association membership in country of residence is desirable.

Essential Experience, Knowledge, and Skills

3. Ability to meaningfully analyse gender-related issues to develop practical approaches / strategies for enhancing women's participation, empowerment, and capability.
4. Good knowledge and understanding of inclusive finance and financial sector development, and of the market systems approach.
5. Ability to apply research techniques, interpret and evaluate results and present them succinctly and clearly; experience in designing/conducting/managing research on gender-related issues.
6. Demonstrated track record of acting in an advisory capacity (could include consultancy) with the knowledge, gravitas, and practical experience to enable others to mainstream gender in their work.
7. Demonstrated track record of rigorous project management skills and achievement of results.
8. Track record of acting with high levels of professionalism, discretion, and discernment; committed to upholding principles of equity, inclusion, and confidentiality.
9. Excellent communication skills, both verbal and written, leading to an ability to influence and persuade others; ability to liaise convincingly at mid to senior management level.
10. Extensively networked with regional &/or pan African communities of practice in the gender and women's economic empowerment space.
11. Experience of managing budgets, managing risk and ensuring value for money.
12. Excellent skills in written and spoken English.

Desirable

13. Experience of working in a multi-cultural environment&/or across multiple countries.
14. Demonstrable experience leading a team and managing projects.
15. Previous experience of working in FCDO-funded projects.

COMPETENCIES

Competencies describe the key behaviours that drive success in all of FSD Africa's roles, regardless of technical specialism. They have been derived from systematic research correlating performance with personal attributes. The table below indicates the level of each competency required for this role:

COMPETENCIES	Level 1: Basic	Level 2: Foundation	Level 3: Specialist	Level 4: Senior Specialist	Level 5: Leading Expert	Level 6: Executive
ESSENTIAL FOUNDATIONS						
Commitment & Alignment <i>Demonstrates commitment to serving our partners and alignment with the values and vision of FSD Africa</i>				√		
Change & Challenge <i>Has a strong sense of ownership that leads to learning, self-starting, taking initiative, driving change and leading development</i>				√		
ACHIEVEMENT COMPETENCIES						
Situational Awareness & Thinking <i>Thinks clearly and intentionally, analysing information objectively, understanding issues, solving problems, and making decisions</i>				√		
Drive for results <i>Is keenly motivated to achieve goals & act with accountability to deliver quality results</i>				√		
PEOPLE COMPETENCIES						
Relationships & Collaboration <i>Discerns and appreciates the values, viewpoints, or abilities of others; effectively reconciles different interests and displays emotional intelligence</i>				√		
Communication & Influencing <i>Deliberately adjusts behaviour to accommodate others; communicates clearly, confidently, and appropriately to influence others</i>				√		

KEY RELATIONSHIPS	
Internal Relationships <ul style="list-style-type: none"> Other Development Impact team members Senior Leadership within pillars Project Managers and Deal teams Gender champions at pillar level FSD Network Gender CoPro team 	External Relationships <ul style="list-style-type: none"> Consultants working with the Development Impact pillar, and contracted to support gender-related initiatives FCDO and other funders (updates and liaison) Pan African/Regional networks and communities of practice in gender and women empowerment
FINANCIAL RESPONSIBILITIES	
Direct Control Gender budget in DI pillar Annual Business Plans	Indirect Influence Budget allocated to gender initiatives under other pillars

APPROVAL PROCESS	SIGNATURE	DATE
Job Holder		
Manager		

Director HR & Talent Management		
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Equal Opportunity Employer:

We are an equal opportunity employer and value diversity. We do not discriminate based on race, religion, colour, national origin, sex, gender, gender expression, sexual orientation, age, marital status, or disability status. We will ensure that all applicants are provided a fair chance to compete for available job opportunities.