

FSD AFRICA JOB DESCRIPTION

JOB TITLE	SENIOR SPECIALIST, GREEN FINANCE		GRADE	5B
PILLAR	Capital Markets			
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 Capital Markets		
	REPORTS INDIRECTLY TO	n/a		
	DIRECT REPORTS	Consultants engaged in projects		
	INDIRECT REPORTS			
JOB PURPOSE	<p>The role will lead the area of Climate Finance interventions in the various Africa markets. The role will lead in the identification of Africa market priorities, appreciation of market needs and requirements, and determination of opportunities for Capital Markets to contribute to transformational change and improvement. The role will particularly focus on green bonds, sustainability-linked bonds, and other thematic bonds markets development.</p> <p>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.</p> <p>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 stakeholders.</p>			

KEY RESPONSIBILITIES AND ROLE REQUIREMENTS

1. Thought Leadership & Strategy Development

Participate in the development of strategy and programmes for the Capital Markets pillar:

- Ensure regular engagement with other experts & decision makers in African 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 Africa 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 FCDO 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.

2. 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.

3. 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.

4. 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.

5. 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.

6. Risk Management

Support the Director of Capital Markets in the mitigation of risk for all activities in which the Capital Markets Pillar is involved; including those associated with procurement, cyber security, business continuity, and workplace health, safety, and security:

- Contribute to the development of the organization-wide risk management matrix and protocols; build a forward-looking view of risk that will enable the Capital Markets team to respond quickly to take preventative action &/or grasp strategic opportunities.
- Ensure the Pillar is compliant with institutional policies and procedures, liaising with internal and external auditors as necessary; ensure swift corrective action is taken to address any issues pertaining to the services being managed.

Carry out any other duties or special assignments as assigned by the Management.

PERSON SPECIFICATIONS

Qualifications and Education

- Master’s degree and 11 years of experience or bachelor’s degree and 13 years of experience in the areas of technical specialism, including at a senior level, in a financial markets’ environment.
- Excellent skills in written and spoken English

Essential Experience, Knowledge and Skills

- Strong Leadership credentials and networks across the continent
- Experience in development of green bond frameworks and/or in provision of Second Party Opinions (SPOs) and certifications.
- Track record of managing relationships and influencing key stakeholders at leadership or specialist level
- Ability to manage project diversity and complexity, with portfolio in GBP 1-5 million range
- 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
- Experience in conducting and analysing research

Desirable

- Understanding of the development world and strategic Monitoring and Results Measurement (MRM)
- Experience of working in a multi-cultural environment
- Knowledge of donor policies and procedures
- Previous experience of working in FCDO-funded projects
- Languages: French or local African languages

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>				J		
PEOPLE COMPETENCIES						
Relationships & Collaboration <i>Discerns and appreciates the values, viewpoints, or abilities of others; effectively reconciles different interests and displays emotional intelligence</i>				J		
Communication & Influencing <i>Deliberately adjusts behaviour to accommodate others; communicates clearly, confidently, and appropriately to influence others</i>				J		

KEY RELATIONSHIPS	
Internal Relationships <ul style="list-style-type: none"> Senior level with pillar leads Manage / collaboration with pillar heads and the network 	External Relationships <ul style="list-style-type: none"> Senior stakeholders in their industry Client and Implementing partners
FINANCIAL RESPONSIBILITIES	
Direct Control <ul style="list-style-type: none"> GBP 2.5-7.5 Million (size portfolio) 	Indirect Influence <ul style="list-style-type: none">

APPROVAL PROCESS	SIGNATURE	DATE
Job Holder		
Director HR & Talent Management		

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.