

Job Title: Investment Associate

Location: Nairobi, Kenya

Contract: Permanent, full-time

Salary: Competitive, commensurate with experience

1. Introduction

AgDevCo Ventures ('AV') is recruiting for an Associate to join our East Africa team based in AgDevCo's regional office in Nairobi.

Established in 2009, AgDevCo Limited is a social impact investor that invests in agribusinesses in Sub-Saharan Africa. It is a permanent capital vehicle with c\$340 million under management and growing. AgDevCo's aim is to promote sustainable and commercially viable agribusinesses and to achieve high development impact by reducing poverty, contributing to wider economic growth and development.

AV is a new investment vehicle that aims to raise \$50m to invest in early-stage agri-SMEs in East Africa. Established as AgDevCo's subsidiary, AV will invest mezzanine debt into African agribusinesses to support the growth of those businesses whilst creating jobs, improving food security, and boosting regional prosperity. Our investments offer a way of leveraging large amounts of private capital into socially responsible farming and agri-processing businesses in Africa, with major benefits for smallholder farmers and local communities.

The role will focus on investments in Kenya, Ethiopia, Uganda, Rwanda and Tanzania, with potential to invest outside of East Africa in due course. The Associate will report to the Head of AgDevCo Ventures.

AgDevCo has regional offices and in-country presence in East, West and Southern Africa – and investments in >10 countries in sub-Saharan Africa. AgDevCo Ventures is launching in 2025 and the successful candidate will be among the first resources hired to begin this exciting work.

2. Role

The Associate will provide support to the team by helping to identify, analyse, structure and deliver prospective investments providing an opportunity to learn and grow.

3. Specific responsibilities

The Associate will provide support for investment due diligence and portfolio management, which includes inter alia:

- ▶ Creating and developing AgDevCo Ventures' financial models for prospective and existing investments, including working and collaborating with other team members and investees as necessary
- ▶ Conducting market and macro-economic research, as well as summarising third party research, to support investment decisions
- ▶ Conducting detailed fundamental and credit analysis of prospective and existing investees
- ▶ Supporting the preparation of key investment documents, including concept notes, investment appraisals, legal agreements (e.g. shareholder agreements, loan documents, etc.) and on-going

impact and financial performance monitoring reports

- ▶ Helping to prepare and present investment proposals to AV's Investment Committee and Board of Directors, as well as third party investors and partners
- ▶ Providing administrative support (e.g. preparation for team meetings and board meetings) to the AV team
- ▶ Undertaking programme administration including meeting minute-taking, tracking project expenditure against budget for individual investments, and weekly country cash-flows
- ▶ Managing regular impact monitoring of specific investments or portfolios. This may include managing the review of quarterly financial statements provided by sponsors, supporting the completion of annual monitoring and evaluation (M&E) reports from sponsors, and helping to aggregate country and regional impact results for comparison against targets
- ▶ Supporting in the preparation and delivery of their quarterly portfolio reporting, involving managing investment-related data on KPIs, financial results and performance.

4. Profile

Interested candidates that meet the following requirements should consider applying.

- ▶ Strong academic results and the completion of, at least, an undergraduate degree with a minimum 2:1 or equivalent in Financial Management, Accounting & Finance or a similar subject focus.
- ▶ At least 3-5 years of professional experience in the relevant industry area (e.g. investing management, investment banking, private equity/ credit, management consulting or similar).
- ▶ An understanding of the opportunities and challenges involved in agricultural development, investing in commercial agribusinesses, and investing for impact. Candidates must also demonstrate in their applications a clear motivation to work to address these challenges.
- ▶ Strong finance and accounting knowledge, as well as excellent data analysis/ quantitative skills. Strong applicants will offer experience of building and reviewing financial models in Microsoft Excel. Shortlisted candidates are expected to complete a financial modeling test as part of the selection process.
- ▶ Excellent written and oral communication, including an ability to take complex analysis and summarise it in a structured and concise manner. Strong applicants will have experience contributing to senior level (e.g. investment committee) documents or public-facing reports and will understand the importance of strong writing skills and attention to detail. Shortlisted candidates are expected to complete a written case study exercise as part of the selection process.
- ▶ Fluency in English, with excellent presentation, communications and interpersonal skills. Strong applicants will have demonstrated experience delivering presentations to senior level staff or stakeholders.
- ▶ An ability to work independently, as well as part of a team. We are looking for individuals with the humility, patience and good humour required to make strong team players.

5. Why should you join us?

Successful candidates will be offered the following:

- ▶ A competitive salary and benefits package;
- ▶ a discretionary annual performance bonus;
- ▶ private medical insurance;
- ▶ flexible working arrangements;
- ▶ the opportunity to travel internationally and gain valuable international experience and insight;
- ▶ the opportunity to be part of a diverse team of friendly, collaborative and highly skilled professionals; and
- ▶ the opportunity to contribute to Africa's economic development in a meaningful way.

6. How to apply?

Interested candidates should submit their applications by email to careers@agdevco.com and with **"VENTURES INVESTMENT ASSOCIATE 2025"** in the subject line.

To be considered, email applications must include the following:

- ▶ Proof of the right to work in the Kenya without the need for sponsorship;
- ▶ Personal CV that details all relevant experience;
- ▶ Covering letter that describes the motivation for applying to the Investment Associate role and for pursuing a career in impact investing and agricultural development; and
- ▶ Transcripts of academic record. If transcripts are not yet available, please note this in your application.

Shortlisted candidates will be invited to complete case study based and financial modelling assessments prior to being invited to interview.

Please note that we are unable to individually respond to every application. If you have not heard back from AgDevCo within 30 business days, your application will not be taken forward.

7. Diversity

AgDevCo is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, colour, religion, gender, gender identity or expression, sexual orientation, national origin, disability, or age.

8. GDPR, Kenya PDPA, and other relevant personal data protection acts

Please note that by submitting an application to AgDevCo, it is understood that candidates acknowledge and accept the following statement:

"In submitting this application, I agree that AgDevCo may collect the personal data it contains and use that data for current and future recruitment. In the event that my application is unsuccessful, I understand that my details will be securely destroyed after six months."