

Job Title: Impact Manager

Location: Regional office in Africa– Nairobi, Cape Town or Accra

Contract: Permanent, full time

Salary: Commensurate with experience

1. Introduction

Established in 2009, AgDevCo is a social impact investor that invests in agribusinesses in Sub-Saharan Africa. It is a permanent capital vehicle with c\$280 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. AgDevCo provides patient capital, in the form of debt and/or equity, and specialist advice to support a portfolio of high-potential investees. Our company works closely with its investees as collaborative, yet challenging, partners. AgDevCo's approach allows for a better mutual understanding of each investment's opportunities and risks, which facilitates and accelerates business improvements.

AgDevCo has regional offices and in-country presence in East, West and Southern Africa – and investments in >10 countries in sub-Saharan Africa.

2. Role

We wish to appoint an Impact Manager to take a day-to-day lead of all impact matters at AgDevCo working as part of the wider Impact and ESG teams.

Specifically, the role will be responsible for managing the development impact work programme, ensuring practical alignment with good industry practice and funder requirements (such as DFI expectations, GIIN, PCAF, etc) and ensuring this is mainstreamed through the company. In addition, the role will be responsible for coordinating and inputting into data collection, analysis and reporting across development impact, climate, ESG, DE&I; as well as supporting due diligence and the development of our impact projections for new investments. Working closely with colleagues in the Impact, ESG and Climate teams this role will play a key part in enabling AgDevCo to understand, articulate the impact, and to some extent understand and manage ESG risks and opportunities, of our investment work.

The candidate needs to be confident and competent in data management and QA/QC and be able to confidentially perform standard data analysis concepts and statistics and write up descriptions of the findings of such work.

3. Specific Responsibilities

The role works closely with the existing Impact, ESG and Climate team, working alongside our ESG Managers and reporting to our Director of Impact and ESG.

3.1 Impact Management Framework

- ▶ To support in ensuring the impact management system stays in line with industry standards and expectations.

- ▶ To support in ensuring that all impact work, processes and methods are of a high standard and that AgDevCo is acknowledged as a leader in the agricultural impact field.
- ▶ To ensure implementation of the impact management system (both investment and technical assistance (TA); the theory of change, the measurement plan, and the relevant policies and processes.
- ▶ To ensure that AgDevCo tools, templates and guidance are appropriate, up to date, and implemented across the organisation.

3.2 Monitoring and Reporting

- ▶ To support the submission of monthly/quarterly information on the commitment impact, DE&I and other KPI scores and criteria to the executive team.
- ▶ To coordinate and input into the annual integrated data collection (ESG, climate, business integrity, development impact, DE&I), analysis and reporting to the satisfaction of the AgDevCo Board and its investors.
- ▶ To support the impact reporting to the Technical Assistance Facility Committee (TAC).
- ▶ To ensure synergies and consistency across data collection and reporting and specialist areas, for example ESG.
- ▶ To support production of annual and other reports on our monitoring and analysis.
- ▶ To support investees in their data management and understanding of our reporting needs to assist in integrating the process better into their existing systems.

3.3 Impact Studies

- ▶ Our studies programme enables us to do deep dives into the impact specific sponsors are making.
- ▶ To support in the development of a research plan of studies that AgDevCo will commission that satisfies all stakeholder expectations and meets the research needs outlined in the measurement plan (TA and investment).
- ▶ To lead in the design of impact studies from a technical M&E perspective with support from specialists/ deal team.
- ▶ To ensure the appropriate level of rigour is met for all impact studies.
- ▶ To support in the management of procurement and delivery of all impact studies.

3.4 Due Diligence/Project Design

- ▶ To support in the review screening notes for impact risks and impact theses.
- ▶ To support in ensuring investment teams/TA teams have adequate plans for due diligence, including gender and diversity.
- ▶ To support in reviewing and provide suggestions for the impact and gender-equality sections of investment papers.

- ▶ Working with the Senior ESG Manager, to ensure the Director of Impact, Climate and ESG is supported to provide IC and Board and Board committees with any necessary information they need on impact and gender equality, at a minimum, during investment decision making.
- ▶ To support in ensuring the TAF Director is supported to provide the Technical Assistance Committee (TAC) with any necessary information they need on impact and gender equality during decision making.

3.5 Impact Communications

- ▶ To support in the communication of our investment and TA impact to a wide range of stakeholders through a variety of means, including social media content, research reports, case studies, conference presentations and workshops.
- ▶ To support in AgDevCo's communication work, ensuring that ensure impact messaging is clear and consistent across website and any internal and external communication.

3.6 Capacity Building

- ▶ To support in provide ongoing support to AgDevCo staff to develop their capacity in impact and gender-equality work.
- ▶ To support in facilitating necessary external capacity building initiatives.

3.7 Project Management

- ▶ The role requires solid competent project management skills, the ability to juggle multiple concurrent priorities and deliver required quality control over outputs including written reports and data. Specific tasks may also include:
 - support in ensuring the impact plans are delivered on time and within budget each year;
 - support in managing the contracts of any consultants or contracted parties; and
 - reporting on progress against budgets and workplans and on core deliverables and work programmes to the Director of Impact, Climate and ESG and the CEO.

4. **Profile**

Interested candidates that meet the following requirements should consider applying.

- ▶ Excellent knowledge and use of data management, statistical analysis, Microsoft Excel, etc. and ability to design and write up such analysis
- ▶ 6 + years' experience in impact investment, monitoring and evaluation, impact management.
- ▶ Aptitude and willingness to learn and work on aspects of ESG and climate.
- ▶ Ability to work remotely and in person with culturally diverse teams.
- ▶ Ability and willingness to travel to remote areas across Sub-Saharan Africa.

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 **“IMPACT MANAGER 2024”** 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 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.”