

JOB DESCRIPTION

Position Title:	Senior Advisor / Programme Manager
Location:	Nairobi
Reports To:	Regional Head of Advisory
Expected start date	ASAP
Salary	Negotiable, dependent on experience

About Energy 4 Impact

Energy 4 Impact (E4I) is a non-profit company which seeks to alleviate poverty in Sub Saharan Africa through accelerated access to sustainable, renewable energy, particularly in off-grid areas. Supported by a small head office in London, most of our staff are based in our African country offices in Kenya (our regional HQ), Tanzania, Rwanda, and Senegal.

We support the development and growth of privately owned micro, small and medium-sized enterprises (mSMEs) which deliver renewable energy products and services to the poor, mainly in rural and peri-urban areas. We do this by advising mSMEs on commercial, financial and engineering matters, helping them to secure the resources they require, and running pilots on new products, business models and expansion into new markets.

Since its creation in 2006, Energy 4 Impact has supported over 4000 businesses and those businesses have created over 10,000 jobs, raised \$132 million and enabled 16.5 million people to get access to energy. Most of E4I's income comes from major development agencies, development financing institutions and trusts and foundations. Our funders include DFID, SIDA, KFW, Norad, EU, USAid, World Bank, African Development Bank, IFC, Energia and various foundations. For more information, please see our website <https://www.energy4impact.org/>.

Roles and Responsibilities

You will be a key member of our African Advisory team, which includes professionals from a range of private sector backgrounds, including entrepreneurship, engineering, project development, banking and investment, micro-finance, management consulting and law.

You will manage or help implement different energy access programmes and supervise more junior members of the E4I advisory team. You will provide business, financial and other advice to mini-grid

developers and other energy access SMEs. You will also represent E4I at industry events and, for up to 20% of your time, support on business development and fundraising.

Advisory responsibilities

- Manage and implement donor programmes, including budgeting and reporting, both internally and externally.
- Manage and mentor junior advisory team members to help them deliver on programme objectives and grow their skills and experience.
- Provide business and financial advice to early and later stage SME companies, including mini-grid developers, solar home system distributors, stand-alone solar appliance suppliers and other service providers etc
- Provide support to SME clients on their business models, partnership facilitation, project development, investment readiness, financial modelling and capital raising.
- Develop relationships with local investors, financial institutions and donors active in the energy access sector.
- Work closely with the Business Development team, leading and supporting proposals.
- Work closely with the Monitoring and Evaluation team to ensure expected results for advisory activities are measured and evaluated.
- Help E4I to develop its internal processes and institutional knowledge of energy access financing, business models, regulatory issues etc.
- Represent E4I and make presentations at conferences and networking events.
- Provide thought-leadership around the gaps in the market and how E4I can help fill those gaps.
- Stay up-to-date on market news, regulations, and trends in the field of energy access and productive use of electricity in Africa, particularly in relation to private companies, suppliers, funders, donors and other NGOs

Business Development

- Support organizational efforts to identify and secure new funding from potential donors in East Africa and other parts of Africa.
- Working together with the Business Development team, prepare bids, concept notes and proposals for donors consistent with the objectives and requirements of the potential donor.
- Build and develop relationships with potential donors focused on East Africa, including development agencies, development financing institutions, trusts and foundations, and other potential targets.
- Build and develop relationships with potential bidding and implementing partners and lead development of strategic partnerships as required.

Requirements

Work Experience

- 5 years+ experience in at least one and preferably several of the following areas:
 - Financial advisory, management or strategic consulting
 - Energy project development, operations, financing or appliances
 - Early-stage business building as an entrepreneur, investor (PE/VC/impact investing) or incubator
 - Business development and fundraising for NGOs, preferably in an African context
- Experience working with rural and off-grid business models and financing and an understanding of the unique challenges faced by businesses operating in Africa.

Academic and Professional Qualifications

- Graduate Degree in Business Management, Economics, Finance, International Development, Energy, Environment, Climate Change or other relevant subject

Skills and Knowledge

- Excellent organisational and project management skills. Ability to manage multiple programmes and client engagements, meet deadlines and allocate resources and budgets effectively.
- Good management, team building and motivational skills. Ability to work with a diverse mix of professionals and different cultures.
- Ability to mentor clients and help them develop commercial or technical solutions.
- Ability to develop partnerships and strong and effective relationships with key energy access industry stakeholders.
- Strong network in energy access space, including SMEs, investors, donors, and other stakeholders.
- Strong understanding of the off-grid market, preferably in an African context.
- Strong understanding of the entrepreneurial space and impact investing sector.
- Strong written and oral communication skills. Ability to write high quality reports and proposals. Effective public speaker or workshop facilitator.
- Ability to critique and develop financial models.
- Fluent English a must.
- Fluent French an advantage.

Attributes

- Team player.
- Attention to detail and a focus on results.
- Ability to think outside the box.
- Ability to see the big picture and connect the dots.
- Ability to work calmly under pressure.
- A can-do and collaborative mindset – comfortable with the ambiguities and demands of a rapidly evolving and entrepreneurial environment with a team from diverse backgrounds.
- Willingness to travel in country, regionally and internationally sometimes on short notice.
- Passion for working in the impact space.

- Close alignment with E4I's mission and values

Energy 4 Impact Values

E4I exists because of our concerns for global inequality and climate change – this is the core of what drives us. We aim to be a caring, compassionate organization respectful of difference, and to treat our staff fairly and to help them develop as professionals and as people.

- Client-focused - We serve the needs of our clients in a professional and client focused way.
- Caring - We care about people and contribute to their wellbeing, and minimize the effects of inequality, poverty and climate change.
- Learning - We continuously learn from our own experiences and those of others in order to improve our practices.
- Ethical - We are ethical and transparent in all our dealings, always maintaining a high level of personal integrity.
- Appropriate - We promote the use of appropriate solutions consistent with the circumstances of our clients and their markets.
- Respectful - We respect and value our stakeholders and act with fairness to all.

The successful candidate will be expected to demonstrate commitment and loyalty and perform all duties in accordance with the organization's office routines and procedures, keeping in mind the overall business objectives.

Contact

To apply, please send your CV, along with a covering letter to recruitment@energy4impact.org. Only shortlisted candidates will be contacted. The deadline for applications is **May 31, 2018**.

Energy 4 Impact is an Equal Opportunity Employer and encourages applications from qualified individuals regardless of race, religion, national origin, sexual orientation or disability.