

## Job Description

<b>Position Title:</b> Private Sector Analyst (JPO)	<b>Contract type:</b> Fixed-term appointment (Junior Professional Officer)
<b>Grade:</b> P2	<b>Duty Station:</b> Rome, Italy
<b>Department:</b> Strategy and Knowledge Department (SKD)	<b>Division/Unit:</b> Sustainable Production, Markets and Institutions Division (PMI)/Private Sector, Advisory and Implementation Unit (PAI)
<b>Duration of Assignment:</b> 2 years (renewable up to 3 years subject to satisfactory performance, recommendation by respective office and partner country agreement). Extension for a third year, possibly in a different duty station, will depend on availability of financial resources and the candidate's performance.	<b>Effective Date:</b> As soon as possible

### 1. Organizational Context

The International Fund for Agricultural Development (IFAD) is an international financial institution and a specialized United Nations agency dedicated to eradicating rural poverty and hunger. It does so by investing in rural people. IFAD finances programmes and projects that increase agricultural productivity and raise rural incomes, and advocates at the local, national, and international level for policies that contribute to rural transformation.

The Strategy and Knowledge Department (SKD) provides expert guidance on IFAD's strategic direction, thematic priorities and technical quality of IFAD's operations. It plays a critical role in providing technical expertise to operational teams to enhance development effectiveness, by generating and disseminating IFAD's development knowledge and evidence on strategic themes and encouraging innovative application of cutting-edge global knowledge and evidence in IFAD investments to support countries to tackle their most complex development challenges in fostering inclusive and sustainable rural transformation. SKD is composed of the (i) Environment, Climate, Gender and Social Inclusion Division (ECG); the (ii) Sustainable Production, Markets and Institutions Division (PMI); the (iii) Research and Impact Assessment Division (RIA); and the (iv) corporate knowledge management unit.

The Sustainable Production, Markets and Institutions Division (PMI) provides technical support to IFAD Country Programs to ensure the proper application of corporate quality standards required for achieving development results and impact in key thematic areas, including food production systems (i.e., fisheries, livestock, and agronomy), land, natural resources management, water and rural infrastructure, financial

services, rural markets and enterprises and rural institutions. It contributes to the generation of evidence and knowledge on these themes and facilitates their use in IFAD projects and activities.

The Private Sector Advisory and Implementation Unit (PAI) was created in 2019 to host and coordinate the existing and new private sector lead initiatives and act as the main coordinating unit for the implementation of IFAD Private Sector Engagement Strategy 2019-2024 (PSS) and the recently created Private Sector Financing Program. Current initiatives which are covered by the PAI include:

- The Private Sector Financing Programme (PSFP) was launched with the ambition to mobilize private funding and investments that deliver economic, social and environmental benefits to rural poor and small producers in particular low-income countries (LICs), low- and middle-income countries (LMICs) and fragile countries.
- The Agribusiness Capital Fund (ABC) Fund, a blended finance facility sponsored by IFAD, financed by several development partners, and managed by a private fund manager.
- The Smallholder and Agri-SME Finance and Investment Network (SAFIN), an inclusive partnership of actors working in different parts of the global ecosystem for agricultural and related small and medium enterprise (SME) finance and investment.

## **2. Supervision**

Direct supervisor:        Head of PAI unit

Under the supervision of the Head of PAI, the incumbent will provide analytical support and technical backstopping to support IFADs enhanced collaboration with the private sector. They will work with the Head of PAI in the daily operational work of the unit.

## **3. Purpose of position**

The accountabilities/key results expected are:

- Carry out analyses and support of the PAT team in the internal processing of private sector non-sovereign operations (NSOs) projects.
- Review, analyze and support the implementation and monitoring of NSO.
- Support outreach and partnership activities, including partnership development with private sector companies and impact investors, development institutions and foundations.
- Support fundraising efforts for the PSFP.

## **4. Duties and Responsibilities**

### **1)        Support the implementation of private sector investment projects**

- a) Carry out analyses and support the PAI team in the internal processing of private sector non-sovereign operations (NSOs) projects.
- b) Support NSOs pipeline business development through online search and exchange with internal and external stakeholders.
- c) Support the pre-screening of potential NSOs prospects.
- d) Provides technical, financial and non-financial inputs to the preparation of NSOs documentation for internal committees.
- e) Support PAI in NSOs portfolio management including monitoring and evaluation (M&E) of NSOs'

development outcome indicators; tracking NSOs financial situation and main risks; drafting of Waivers, and Amendments; drafting of supervision reports of the NSO projects.

- f) Draft and update relevant tools for NSOs (e.g. risk metrics, pre-screening tool, among others).
- g) Provide insight into sector developments to anticipate new investment opportunities and performance issues and to support the strategic planning and further growth of PAIs investment project pipeline.
- h) Support the implementation and monitoring of the ABC Fund and other NSOs on an as-needed basis.

## **2) Support outreach and partnership activities**

- a) Conduct research on and support PAI in building and maintaining strong relationships with clients, global and regional private businesses to further pursue specific investment opportunities.
- b) Prepare presentations for fundraising efforts, and technical inputs for strategic papers and briefs for IFAD Senior Management meetings.
- c) Support PAI in cultivating relationships with partners (foundations, companies, wealthy individuals), development institutions and member states in support of envisaged fund-raising efforts and help manage overall private sector resource mobilization channels.
- d) Support senior IFAD staff when representing the fund and PAI at private sector international meetings and conferences and/or meetings with member states, as requested.

## **3) Support coordination of multilateral activities**

- a) Support of multilateral activities of PAI, in particular exchanges with peer institutions, such as MDBs and with other multilateral institutions (and their working groups).
- b) Support the Head of PAI unit when coordinating private sector related activities with the Rome-based agencies (RBAs).
- c) Conduct research on multilateral affairs and international trends in the evolving field of development finance/ and IFADs respective positioning.

## **5. Impact of Key Results/Key Performance Indicators**

The ability to adapt to a fast-paced environment, to understand new concepts quickly and the willingness to engage in an actively, will be crucial in this role. The strategic vision for PAI is to ensure consistent delivery of private sector initiatives, coordinate implementation of key activities through established mechanisms and progressively integrate private sector work into IFAD's business model. The incumbent will support the unit in this endeavor.

## **6. Representation/Work Relationships**

Under the leadership of the Head of PAI and the overall guidance of the Director of PMI, the incumbent will support PAI in advancing the collaboration of IFAD with the private sector and help ensure that IFAD will be successfully expanding its new financing activities in a gradual manner. The work relationship of the incumbent is primarily a support function to more senior staff along the whole spectrum of work dedicated to PAI, including the successful structuring and implementation of non-sovereign operations.

## **7. Qualifications/Requirements**

### **Education:**

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- Advanced University Degree in finance, economics, business administration, or any other related subject from an accredited institution.
- Degree must be an accredited institution listed on <https://www.whed.net/home.php>

#### **Experience:**

- At least two years', preferably 3-5 years', progressively relevant professional experience in a related role providing analytical support with particular respect to economic and financial analysis, within a financial institution, development cooperation agencies and/or the United Nations system and or private sector.
- Familiarity with IFIs investment review processes and ESG safeguards would be a strong asset.
- Proven track record in reviewing and analysing financial documents.

#### **Language:**

- Excellent written and verbal communication skills in English, including the ability to set out a coherent analysis in presentations or other written products.
- Excellent written and verbal communication skills in French is considered a strong asset, and the working knowledge of another official language (Arabic or Spanish) is desirable.

### **8. Organizational/technical competencies**

#### **Organizational**

- **Strategic thinking and organizational development:** Personal influence
- **Demonstrating Leadership:** Personal leadership and attitude to change
- **Learning, sharing knowledge and innovating:** Continuously seeks to learn, shares knowledge and innovates
- **Focusing on clients:** Focuses on clients
- **Problem solving and decision making:** Demonstrates sound problem solving and decision making ability
- **Managing time, resources and information:** Manages own time, information and resources effectively
- **Team Work:** Contributes effectively to the team
- **Communicating and negotiating:** Communicates effectively: creates understanding between self and others
- **Building relationships and partnerships:** Builds and maintains effective working relationships

#### **Technical**

- Demonstrated competency in analysis and synthesis of financial information, development finance, Know-how in debt, lending terms, financial policies including pricing, concessionality and resource allocation.
- Excellent know-how in project financial management, e.g. internal controls, rural investments, project audit and funds flows.
- Expertise in assessing private sector investment proposals, review of transactions and complex facilities and interventions using regular and blended finance, conducting due diligence, and recommending financial/investment decisions accordingly.
- Strong analytical and writing skills in English language.
- Strong diplomatic, communication skills and the ability to establish and maintain effective working relationships with diverse stakeholders, internally and externally.

- Ability of maintaining a high level of confidentiality and handling sensitive issues and information with good judgement and care. Act with diplomacy and tact.
- Strong Microsoft office skills- particularly Word, PowerPoint and Excel.
- Ability to work under pressure with tight deadlines and multiple priorities. Personal resilience and flexibility are important.
- Strong organizational skills.
- Ensures that in all matters in PAI uphold IFAD's core values - Results, Integrity, Professionalism and Respect.

#### **Training components**

- On the job training in work related areas on a wide range of new and emerging issues with a focus on financial analysis and delivery of NSOs.
- Participation in trainings organized by IFAD and external training providers.
- Direct coaching by Head of PAI.

#### **Learning Points**

- Strengthen competencies to support the assessment of private sector investment proposals, review of transactions and complex facilities and interventions using regular and blended finance, conducting due diligence, and recommending financial/investment decisions accordingly.
- Acquire solid expertise in deploying financial instruments.

The Private Sector Analyst will gain exposure and experience in:

- IFAD's corporate services across departments and units.
- The exposure to all levels of staff and management in IFAD will assist the JPO in developing strong and practical inter-personal and management skills.
- The organizational role of the JPO will ensure that they gain comprehensive understanding of the working of a UN agency and Development Financial Institution.
- Learning will be achieved through structured courses, on-the job coaching, assignments of increasingly responsible tasks and gradual exposure to all facets of IFAD's work at HQ and in the field. It will be gradual and will continue throughout the entire period of the assignment.