

Job Description

Position Title: Private Sector Analyst (JPO)	Contract type: Fixed-term appointment (Junior Professional Officer)
Grade: P2	Duty Station: Rome, Italy
Department: Department of Country Operations (DCO)	Division/Unit: Private Sector Operations Division (PSD)
Duration of Assignment: 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.	Effective Date: 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 levels for policies that contribute to rural transformation.

The Department for Country Operations (DCO) oversees the origination, design and management of IFAD investments, including sovereign and non-sovereign operations. It also leads the design and implementation of non-lending activities within country programmes, including policy engagement and South-South and Triangular Cooperation (SSTC). DCO is the department that primarily interfaces with governments, the private sector and other stakeholders to deliver IFAD's programme of work and to provide oversight to ensure quality of the portfolio.

DCO is led by an Associate Vice-President and is composed of five (5) regional divisions: Asia and the Pacific Division (APR), East and Southern Africa Division (ESA), Latin America and Caribbean Division (LAC), Near East, North Africa and Europe Division (NEN) and West and Central Africa Division (WCA). It also includes the Private Sector Operations Division (PSD), and two (2) specialized units: the South-South and Triangular Cooperation Unit (SSTC) and the fragility unit (FRU).

The position is located in the Private Sector Operations Division (PSD) which is responsible for private sector investment, market diagnostic and business development. The Division works in close coordination with other divisions in DCO as well as with other departments, offices, and divisions across IFAD. In line

with the decentralised structure of the Fund, the division operates through a geographically distributed approach, with staff located at IFAD Headquarters and Regional Offices.

2. Supervision

Direct supervisor: Senior Investment Officer, PSD

Under the supervision of an assigned Senior Investment Officer, PSD, the incumbent will provide analytical support and technical backstopping to support IFAD's collaboration with the private sector.

3. Purpose of position

The position's key accountabilities and expected results are:

- Carry out analyses and provide support to the PSD team in the processing of private sector non-sovereign operations (NSOs) projects.
- Review, analyze and support the implementation and monitoring of NSOs.

4. Duties and Responsibilities

1) Support the implementation of private sector investment projects

- a) Carry out analyses and support the PSD team in the processing of private sector non-sovereign operations (NSOs) projects.
- b) Contribute to NSOs pipeline development through research and interactions with internal and external stakeholders.
- c) Assist in the pre-screening of potential NSOs prospects.
- d) Provide technical, financial and non-financial inputs for the preparation of NSOs documentation for internal teams.
- e) Support the monitoring and evaluation of NSOs, including drafting communications and reports.

2) Support outreach and partnership activities

- a) Conduct research to support PSD in building and maintaining strong relationships with clients, as well as global and regional private businesses, to explore and pursue specific investment opportunities.
- b) Prepare presentations and materials for PSD outreach activities.
- c) Support senior IFAD staff representing the Fund and PSD at private sector meetings and conferences.

3) Support coordination of multilateral activities

- a) Provide support for senior PSD staff engagement with peer institutions, such as multilateral development banks (MDBs), Rome-Based Agencies (RBAs) and other multilateral institutions.
- b) Conduct research on multilateral affairs and analyse international trends in the evolving field of development finance, with a focus on IFADs positioning within the sector.

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 actively engage with the team and stakeholders, will be crucial in this role. The work of PSD is to ensure consistent delivery of private sector engagements, particularly NSO. This includes coordinate implementation of key activities through established mechanisms and progressively integrate private sector work into IFAD's business model. The incumbent will provide essential support to the PSD in this endeavor.

6. Representation/Work Relationships

Under the leadership of a Senior Investment Officer, the incumbent will support PSD in advancing the collaboration of IFAD with the private sector and contribute to the successful and gradual expansion of IFAD's new financing activities. The role of the incumbent is primarily a support function to senior staff along the spectrum of work dedicated to NSOs and related activities, ensuring seamless coordination and effective delivery of private sector initiatives.

7. Qualifications/Requirements

Education:

- 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' 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.
- Good know-how in project financial management, e.g. internal controls, rural investments, project audit and funds flows.
- Experience 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.
- Effective 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.
- Strong organizational skills.
- Ensures that in all matters in PSD to 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 from Senior Investment Officer PSD .

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.