Job Description

This form summarises the purpose of the job and lists its key tasks. It is not a definitive list of all the tasks to be undertaken as those can be varied from time to time at the discretion of the School, in consultation with the postholder.

Job title: Project Manager

Department/Division: International Growth Centre (IGC)
Accountable to: Head of Firms, Trade, and Productivity Initiative
with a dotted reporting line to the Associate Professor in Management

Job Summary

The International Growth Centre aims to promote sustainable growth in developing countries by providing demand-led policy advice based on frontier research. The IGC directs a global network of world-leading researchers and in-country teams in Africa and South Asia. The IGC works closely with partner governments to generate high quality research and policy advice on key growth challenges, focusing on four themes: state effectiveness, firms, cities and energy. IGC's current partner countries include Bangladesh, Ethiopia, Ghana, India, Mozambique, Myanmar, Pakistan, Rwanda, Sierra Leone, and Uganda. We also have flexible engagements in more fragile states, including Liberia and South Sudan. Based at the London School of Economics and Political Science (LSE) and in partnership with the University of Oxford, the IGC is funded primarily by the UK Foreign, Commonwealth & Development Office (FCDO), with support from the Rockefeller Foundation and Bill & Melinda Gates Foundation.

The Project Manager will make part of the research team and play a central role in working on access to finance for SMEs in developing countries in close partnership with lenders and other stakeholders.

Duties and Responsibilities

- **Data cleaning and analysis**
    - Manage collection of data, case studies, and other quantitate and qualitative inputs from partner organisations
    - Clean and analyse lender data and content submissions to identify enterprise growth trends disaggregated by country, crop, business type, and other factors
    - Work with partner organisations to interpret the findings

- **Literature synthesis**
    - Synthesize the collective body of evidence that CSAF members have individually gathered and is currently housed in each institution.
    - Catalogue the reports, papers, data, etc. CSAF members provide.

- **Literature Review**
    - Conduct a literature review on: capital additionality and the role of blended finance in

catalysing under-served markets in agricultural SME finance and adjacent sectors; relationship between access to finance and enterprise growth for SMEs in general and agri-SMEs specifically; and the relationship between both of these and social and environmental impact.

- **Stakeholder management and reporting**
    - Developing a workplan to deliver the outputs required
    - Coordinate with the IGC, CSAF, and other partner organisations and manage relationships with all stakeholders
    - Create reports, policy briefs, other documentation required for monitoring and evaluation purposes, both internally and externally.

Flexibility
To deliver services effectively, a degree of flexibility may be required in the duties performed in order to meet the exigencies of service. Job roles may also naturally develop over time and ongoing substantial changes to a role will be discussed between line managers and their staff, with job descriptions updated as and when appropriate.

Equity, Diversity and Inclusion (EDI)
LSE is committed to building a diverse, equitable and truly inclusive university. All posts (and post holders) will seek to ensure diversity and inclusion, while opposing all forms of unlawful and unfair discrimination on the grounds of age, disability, gender identity, marriage and civil partnership, pregnancy and maternity, race, nationality, ethnic or national origin, religion or belief, sex and sexual orientation, or social and economic background.

Ethics Code
Posts (and post holders) are assumed to have a responsibility to act in accordance with the School's Ethics Code and to promote the principles and values that the Code enshrines. The Ethics Code clearly states that the whole LSE community, including all staff, students, and governors of LSE, are expected to act in accordance with the principles which are set out in the Code. As such you are required to read and familiarise yourself with it. The School's Effective Behaviours Framework is designed to support this Code. It sets out examples for the six behaviours that all staff are expected to demonstrate, these can be found on the following link: click here

Environmental Sustainability
The post holder is required to minimise environmental impact in the performance of the role, and actively contribute to the delivery of the LSE Environmental Policy.