

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 **Accountable to:** Research Initiative Director (Rocco Machiavello) and a dotted line to the IGC HUB UK management team

Job Summary

- Location: We are looking for candidates to work in Nairobi, Kenya or in Kampala, Uganda; this position includes regular travel in East Africa
- Deadline: Midnight 2 September 2019
- Desired Start Date: September or October 2019
- Length of contract: 12 Month fixed term contract in the first instance with anticipated extension of funding beyond 12 months
- East African nationals are strongly encouraged to apply

[International Growth Centre](#) is working in partnership with [Aceli Africa](#) to evaluate the Aceli Africa Initiative. This initiative is a market-based platform that aims to address the constraints to agricultural SME lending in Kenya, Tanzania, Rwanda, and Uganda. Aceli Africa will provide financial incentives to increase the risk appetite of 15+ financial institutions (both global lenders and local banks) while also facilitating technical assistance to expand the ability of high-potential SMEs to qualify for and manage financing. For more information on the initiative, please refer to Annex A.

We are seeking to appoint a Project Manager (PM) that will supervise and coordinate a number of different research projects. The position involves a mix of engaging with financial institutions, stakeholders, and policy-makers as well as developing research opportunities.

IGC will draw on its considerable network of world-leading researchers to commission research projects that build up knowledge on loan markets, their impact on livelihoods as well as agri-SMEs and agricultural value chains more broadly.

The Project Manager will lead the following initiatives:

1. Supervision of evaluation: The project manager is expected to lead the implementation of the evaluation of Aceli Africa. Currently, the research project aims to understand the impact of access to credit and technical assistance on agri-SMEs as well as beneficiary livelihoods (i.e. farmers and agri-SME employees).
2. Supervision of data collection: The project manager will work closely with Aceli Africa, MIX, and financial institutions to ensure the systematic collection of high-quality data for the evaluation. The project manager will supervise the data collection efforts by the financial institutions as well as obtain data from central banks, credit registries, etc.



3. Management: The project manager will line manage a data manager. The data manager will be working with the project manager on the evaluation implementation and the supervision of the data collection.

Fostering research agenda: IGC will draw on its considerable network of world-leading researchers to commission research projects that build up knowledge on loan markets, their impact on livelihoods as well as agri-SMEs and agricultural value chains more broadly. The project manager is expected to take a leadership role in forging relationships with stakeholders to develop the potential for the research projects

Duties and Responsibilities

1. Develop an understanding of the research objectives of the team
2. Cultivate relationships with policymakers, financial institutions, and other stakeholders involved in any of the above projects.
3. Line manage the data manager
4. Regularly communicate with the Research team and Aceli Africa team
5. Lead data collection
6. Monitor the logistics, budget, and timelines of the projects

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.