

## Global Coordinator Job Description

**Grade:** Senior Manager

**Location:** Flexible within Europe

**Start date:** September, 2020

**Duration:** Initial period of 9 months with extension based on achievement of milestones

**Effort:** 30-50% of full-time

**Application process:** Interested candidates should submit a cover letter and resume to [ecottle@csaf.org](mailto:ecottle@csaf.org) by **August 28, 2020**. Submissions should include "CSAF Global Coordinator" in the email subject line.

The [Council on Smallholder Agricultural Finance \(CSAF\)](#) is the leading global network promoting a responsible finance market for producer organizations and small- and medium-enterprises (SMEs) in the agriculture sector. Our 15 members are pioneering financial institutions that come together to share learning and promote the growth of a thriving market that generates long-term economic, social, and environmental impact by meeting the financing needs of inclusive agricultural SMEs globally. CSAF members collectively lend \$700M per year to SMEs aggregating 2M+ smallholder farmers across 65 countries in Africa, Asia, and Latin America. CSAF has three workstreams focused on:

- **Market Growth** to meet a greater share of the vast financing need for inclusive agricultural SMEs globally
- **Responsible Lending Practices** to ensure that market growth contributes to positive impact on agricultural businesses, the smallholder farmers they aggregate and workers they employ, and the long-term sustainability of the sector
- **Social & Environmental Impact** for farm households, their communities, and their surrounding ecosystems

Members include Alterfin, Global Partnerships, Incofin Investment Management, Oikocredit, Rabo Rural Fund, responsAbility Investments AG, Root Capital, Shared Interest Society, and Triodos Investment Management; SME Impact Fund is a Regional Member in East Africa. CSAF has also created an Affiliate status to engage institutions that share the values of a sustainable and inclusive financial market for agricultural businesses, are committed to responsible lending and transparent reporting, and seek to participate in a community of practice. AgDevCo, Grameen Crédit Agricole Foundation, Impact Finance, MCE Social Capital, and SIDI are affiliates.

### Job Summary

The CSAF Global Coordinator will shape the strategic direction, build out the internal infrastructure, and raise the external profile of CSAF with key stakeholders. Working closely with CSAF members and the CSAF Director, this position will advance dialogue and support technical workstreams among CSAF members at both a global level and regional level in Africa and Latin America. S/he will also cultivate and steward relationships with donors, development finance institutions, impact investors, technical assistance providers, and other actors with a shared interest in building an inclusive market for agricultural SME finance globally. The Global Coordinator should be equally adept at facilitating dialogue and collaboration among members and engaging senior leaders across the agricultural finance industry.

The role will report to the CSAF Director and can be staffed as an external consultancy or a secondment from a CSAF member. In the case of a consultancy, the Global Coordinator will be contracted by CSAF's institutional host, [Global Development Incubator \(GDI\)](#), a nonprofit registered in the U.S. with offices in

Washington, DC, Nairobi, and Hong Kong. If a secondment, the Global Coordinator would remain employed by the CSAF member with CSAF funding covering time allocated to CSAF activities.

### Responsibilities

- Shape strategic direction of CSAF.
- Coordinate monthly member calls and twice yearly in-person meetings by setting the agenda, facilitating discussion, writing notes, and ensuring follow-up on action items.
- Conceptualize and execute stakeholder events in December 2020 and May 2021 to discuss barriers to market growth and the relevance of catalytic blended finance approaches in overcoming market barriers (e.g., approaches similar to Aceli Africa in other regions).
- Advance CSAF's field building objectives by engaging stakeholders and representing CSAF at conferences and meetings.
- Cultivate current & prospective Field Building Partners to expand stakeholder network.
- Play active role in fundraising by engaging potential donors, writing proposals, and managing donor relationships and reporting with support from GDI.
- Partner with members and CSAF Director to design new initiatives that will advance CSAF objectives and contribute to sector development (e.g., [Aceli Africa](#))
- Support the work of CSAF Regional Chapters by facilitating dialogue between the different Regional Steering Committees, and participating in workstreams as needed.
- Support the work of global workstreams by convening working groups, drafting terms of references, and participating and contributing as needed.
- Manage the drafting of the annual CSAF State of the Sector report with inputs from CSAF's data partner, MIX, as well as members, and support from independent consultants.
- Manage expenditures within budget and facilitate annual budget review and proposal.
- Collaborate with the CSAF Director on all of the above.

### Required Qualification and Experience

- An MBA or equivalent with a minimum of twelve years of full-time experience including project management, proposal development and fundraising, and stakeholders relations;
- Past work experience in a global social lender, development finance institution, or emerging market debt investor;
- Exposure to, or knowledge of, agricultural development, SME finance, smallholder finance, and related fields;
- Fluency in English is required, working knowledge of Spanish and/or French ;
- Excellent verbal and written communication skills;
- Curious and entrepreneurial mindset;
- Clear personal commitment to having a positive impact on smallholder farmer livelihoods.

The Global Development Incubator is an Equal Opportunity Employer and considers all applicants based on merit without regard to race, sex, color, national origin, religion, sexual orientation, age, marital status, veteran status, disability or any other characteristic protected by applicable law.