

JOB DESCRIPTION



POSITION: Manager – Inclusive Finance India Initiative

LOCATION: Delhi

REPORTS TO: Lead- Inclusive Finance India Initiative

LEVEL/GRADE: Manager

JOB DESCRIPTION SUMMARY:

ACCESS is a national organization working towards strengthening the livelihoods of poor households across both farm and non-farm sectors, and building financial and business capability of the communities. ACCESS also works as a Think Tank, supporting the enabling and policy environment for advancing financial inclusion in India. A flagship initiative of ACCESS is the Inclusive Finance India Platform under which major sectoral initiatives to influence, inform and support policy are taken up. Under the platform, several studies including the annual Inclusive Finance India (State of Sector) Report, policy papers and other knowledge products are published. Through the platform, several policy and thematic roundtables and retreats are organized. The largest initiative of the platform is the annual Inclusive Finance India Summit that is organized annually, which is globally among the largest platforms on financial inclusion.

The position will be responsible for implementing the various sub-initiatives of the Inclusive Finance India platform – Annual Summit, Publications, Policy and thematic papers, studies, roundtables and webinars and the annual Inclusive Finance India Awards, under the leadership of the IFI Lead. The person will be responsible for building on the existing IFI brand equity and networking with donor and technical partners. ACCESS is looking for a dynamic and experienced person with understanding of the financial inclusion models and architecture in India, strong data handling and analytical skills and confidence in communication and networking.

ROLES AND RESPONSIBILITIES:

Program Development and Resource Generation

- Develop, present and follow-up on significant number of funding and partnership proposals for various Inclusive Finance India Sub-initiatives
- Manage relationships with a diversity of partners and stakeholders
- Identify, research and vet new partnership prospects with opportunities relevant to Inclusive Finance India
- Contribute in developing the business strategy for the IFI platform and assist in development of annual plans.

Program Coordination and Delivery

- Manage the Inclusive Finance India Awards Sub-initiative including soliciting and review of nominations, preparation for technical evaluation committees and the Grand Jury, preparation of Awards brochure etc.

- Designing and rolling out periodic webinars as part of the IFI platform
- Supporting in designing of the Inclusive Finance India Summit sessions in coordination with different partners and identifying and inviting appropriate speakers
- Supporting authors of the Inclusive Finance India Report in data collection and compilation as required
- Implement strategies for improving delivery of all sub-initiatives through better management aids, use of technology and other means
- Coordinate on logistics with the programme support team
- Liaise with the relevant government departments and bodies, regulators (RBI, IRDA, PFRDA), select state governments, Development Finance Institutions etc. for engaging on specific policy advocacy issues and for their involvement in IFI sub-initiatives
- Develop proposals for policy/thematic papers/briefs/studies and thematic roundtables on topical issues within the financial inclusion domain and support the study team in research and documentation.

Communication

- Develop and implement communication strategy including PR strategy and social media presence for promoting IFI initiative and its publications and other outputs within and outside India
- Ensure effective dissemination of knowledge products of IFI initiative through policy briefs, blog posts, social media etc.
- Develop strategies for enhancing organizational brand equity and thought leadership in financial inclusion domain

KEY QUALIFICATION AND SKILLS:

- Experience of 3-5 years in the financial Inclusion/microfinance sector (MFI, BC, Bank, Insurance Company, Investor, Fintech, Rating/technical/research agency etc.)
- MBA/ Post graduate from a reputed University/Business school
- Good knowledge about and exposure to policy and operational issues in financial inclusion
- Knowledge of operational, financial and portfolio analysis of MFI, NBFCs, AHFCs, fintechs and other financial inclusion actors
- Ability to network and build and maintain strategic relationships with diverse set of stakeholders
- Self-starter and demonstrates high level of initiative
- Good interpersonal skills and a team player
- High level of documentation and communication skills, both written and verbal (Hindi and English)
- Good MS office skill (word processing, spreadsheets, powerpoint and internet applications)

COMPENSATION:

Salary range in this position is commensurate to industry standards and will be determined based upon the experiences and fixed as per the HR policies of the organization.

Interested candidates should send an up-to-date CV and cover letter addressing the above requirements to sukhbir@accessdev.org. Only short-listed candidates will be contacted. Deadline is May 30th, 2022.