



## JOB DESCRIPTION

**POSITION:** Associate Vice President (Lead – Inclusive Finance India Initiative)

**LOCATION:** Delhi

**REPORTS TO:** Executive Director

**LEVEL/GRADE:** AVP

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### About ACCESS:

ACCESS Development Services is a national livelihoods promotion organization with focus on incubating innovations and developing sustainable models for livelihoods promotion of the poor. To this end, ACCESS is structured uniquely to work at all levels of the value chain – implementing programmes on the ground (Tier-I), working with Civil Society Organizations, Government Departments, Corporate sector, and Multilateral / Bilateral agencies (Tier II) as also undertaking national initiatives to influence and support policy initiatives and strengthening the enabling environment (Tier III). ACCESS with its head office in New Delhi has a pan-India presence with 9 state offices and 26 project offices.

For more information about ACCESS Development Services, please visit [www.accessdev.org](http://www.accessdev.org)

A key thematic vertical of ACCESS is promoting financial inclusion in India through several broad-spectrum initiatives. At the sectoral level, ACCESS works as a Think Tank, supporting the enabling and policy environment for advancing financial inclusion and facilitating experience sharing and convergence among stakeholders through its flagship initiative - the Inclusive Finance India (IFI) Platform ([www.inclusivefinanceindia.org](http://www.inclusivefinanceindia.org)). The largest initiative of the platform is the Inclusive Finance India Summit that is being organized annually for the last 18 years. Several studies including the annual Inclusive Finance India Report, State of Practice studies, policy papers and other knowledge products are published. The Inclusive Finance India Awards are convened annually to recognize and felicitate exemplary contribution of institutions and individuals to realizing financial inclusion. Several policy and thematic roundtables and retreats are organized within the ambit of the IFI platform.

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The position will part of the senior management group, and work closely with the teams for the strategic direction and technical guidance.

### Responsibilities:





The position requires a strong awareness of various gaps and opportunities in the area of financial inclusion, identification of and networking with appropriate stakeholders, conceptualization and development of customized value propositions for attracting partners, and effective and high-quality delivery.

The position holder will be responsible for leading and managing all the sub-initiatives within the Inclusive Finance India platform. The person will be responsible for building on the existing IFI brand equity, engagement with existing sponsors and technical partners, attracting new sponsors, and designing and implementing the annual IFI Summit, Report, Awards, Policy Roundtables, and papers. The person is expected to diversify further by adding new sub-initiatives and long term partnerships into the IFI fold.

She/he is also expected to support and guide other teams as required in delivery of technical assistance, institutional assessments, and consulting assignments in financial and digital inclusion and literacy.

## **ROLES AND RESPONSIBILITIES:**

### **Program Development and Resource Generation**

- Responsible for developing the business strategy and annual plans for Inclusive Finance India Initiative and be accountable for achievement of the plan.
- Manage relationships with current funders and partners and identify and develop relationships with new strategic and relevant stakeholders and funding partners
- Explore new program opportunities based on structured assessment of gaps and opportunities in the financial inclusion landscape and accordingly widen the scope of IFI initiative to introduce most topical, new themes and initiatives in the IFI platform

### **Leading the Inclusive Finance India Initiative**

- Lead the team in managing the current sub-initiatives of IFI – annual Summit, Inclusive Finance India Report, Inclusive Finance India Awards, Webinars, Sectoral studies and policy papers, and Thematic and policy roundtables
- Proactively engage with a diverse set of stakeholders, including potential sponsors (both public and private institutions), technical partners, relevant government departments, regulators, apex development institutions of the government, with appropriate value propositions and expand the ambit of stakeholder relationships in the IFI platform
- Develop and implement communication strategy including PR strategy and social media presence for promoting IFI initiative within and outside the country
- Identify and implement strategies for broadening the base of participants in Inclusive Finance India in terms of attracting new institutional categories, as well as international stakeholders.





- Identify and implement strategies for enhancing the visibility of the IFI platform through use of effective communication, use of technology and other means.

### **Organizational Leadership**

- Effectively represent the organization in sectoral forums, conferences, thematic work groups/task forces etc.
- Ensure effective dissemination of studies and policy briefs/papers through policy briefs, blog posts, social media etc.
- Provide support and guidance in development of organizational communication materials including brochures, annual reports, website etc.
- Contribute to overall organizational strategy and direction

### **Qualifications:**

#### **Technical/Functional Skills**

- Good knowledge about and exposure to policy and operational issues in financial inclusion
- Experience in proposal development and program planning, monitoring and reporting
- High level of writing and communication skills, strong command in English language, both written and verbal

#### **Education & Experience:**

- MBA/ Post graduate from a reputed University/Business school
- Minimum work experience of 8 years, including experience in the financial Inclusion/microfinance sector (MFI, BC, Bank, Fintech, Insurance Company, NGO, Investor, Donor, Rating/technical/research agency etc.)

#### **Skills and competencies:**

- Ability to network and build and maintain strategic relationships with diverse set of stakeholders and to market propositions to stakeholders
- Ability to lead a team; good inter-personal skills and a team player
- Understanding of the ecosystem of stakeholders and players including government and non-government agencies





- Ability to work effectively in teams and including in diverse work environments.





## Travel Requirement

- Willingness to travel extensively

**COMPENSATION:** The 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.

*ACCESS is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, gender, sexual orientation, gender identity or expression, religion, national origin, marital status, age, disability,*

**Interested candidates should send an up-to-date CV and cover letter addressing the above requirements to [sukhbir@accessdev.org](mailto:sukhbir@accessdev.org). Only short-listed candidates will be contacted. The deadline is August 17<sup>th</sup>, 2022.**

