



ENTREPRENEURS
du Monde

Munafa & Entrepreneurs du Monde
are seeking
Social Microfinance Executive Director (ED)
Duty station: Freetown, Sierra Leone

MUNAFAs VISION & MISSION:

Vision:

“A sustainable society with socio-economic inclusion, entrepreneurial excellence and zero poverty.”

Mission:

“Provide adapted financial and social services with capacity building for vulnerable and underserved entrepreneurs to develop sustainable income generating activities, enable self-reliance and improve standards of living.”

PRESENTATION

Entrepreneurs du Monde (EdM) supports the economic integration of families in very precarious situations and facilitates their access to essential goods and services. Thus, these families gain autonomy and improve their living conditions. To achieve its mission, EdM promotes the emergence of sustainable local organizations through 4 areas of activity: social microfinance, access to energy, agro-entrepreneurship, and professional integration and support for entrepreneurs. For more information: www.entrepreneursdumonde.org

On the African continent, Entrepreneurs du Monde has been working since 2003 in Benin, 2005 in Ghana, 2008 in Burkina Faso, 2011 in Togo, 2014 in Senegal and 2016 in Guinea Conakry, to create and support local microfinance institutions (MFIs) with a strong social orientation.

In 2019, EdM created a new MFI in Sierra Leone, called Munafa. With 4 branches around Freetown, Munafa has in December 2021:

- 39 employees
- Almost 4,000 active borrowers, among 6,200 active partners
- a Gross Outstanding Portfolio (GOP) exceeding Le 4,000,000.

The team consists exclusively of Sierra Leoneans and is supported on-site by one international EdM staff, as well as remotely by other EdM units.

ABOUT THE POSITION

The role of ED entails responsibility for follow-up and development of social microfinance activities in the country. S/he is generally responsible for the balance of social and financial performance of the institution.

Tasks and responsibilities

Under the responsibility of the EdM Head of Social Microfinance Unit based at headquarters, and Munafa Board of Directors, s/he:

- Ensures the good governance of the company and compliance to the local regulations
- Contributes to the definition of social objectives; is responsible for managing the social performance of the program
- Actively participates in the definition and implementation of the programme’s social and financial strategy, budget and operational planning
- Recruits and trains local teams, while continuously reinforcing their capacity
- Ensures that the team complies with procedures with a high level of respect and integrity towards partners and MFI staff in the performance of their duties
- Is responsible for developing and monitoring the MFI's activities (branch opening, development of new financial and non-financial products/services)

- Ensures the implementation and updates of the operational and administrative framework (policies, procedures, MIS, etc.)
- Identifies donors and investors likely to finance the development of the company and drafts proposals, then ensures reporting to donors
- Represents EdM to local authorities and local donors and partners
- Oversees the financial management of the company (budget monitoring, treasury management, etc.)
- Shares regular and transparent information with the Munafa Board members and the various EdM staff involved in the programme
- Supports the transition of the programme towards an autonomous and sustainable entity

PROFILE:

Priority will be given to Nationals.

Education: Master in business management, entrepreneurship, community development, finance, or related discipline.

Language: Fluent/Proficient in English and Krio (other local languages are a plus).

Professional experience: At least 10 years in global project management (organisation, planning, implementation of the project cycle, implementation and monitoring of financial and budgetary procedures, recruitment and management of teams, reporting, etc.).

Prerequisites:

- Previous experience in microfinance
- Strong social values
- High level of integrity
- Field experience with vulnerable communities
- Strong management and organizational capacities in perfect autonomy
- Experience in supporting and transferring skills to staff or partners with low-level of education
- Good writing skills
- Perfect command of the computer tool (Word and Excel in particular)

Desirable qualities:

- Experience in auditing
- Experience in fundraising and writing proposals for donor funding and reporting
- Experience working with multicultural and multidisciplinary teams

CONDITIONS:

- Status: indefinite contract (local employment contract).
- Post based in Freetown with regular trips to the provinces and even to the sub-region.
- Salary: based on experience.
- Interviews and tests will be organised in Freetown (Munafa offices). Travel expenses related to recruitment are not covered by neither Entrepreneurs du Monde or Munafa.

Documents to be transmitted:

- CV (maximum 4 pages)
- Letter of motivation to be written in the English language
- A document in English presenting your most beautiful achievement related to the position to be filled (in 1 page)

Send your documents under the subject "Sierra Leone ED", to the e-mail address:

amelie.germette@entrepreneursdumonde.org

Incomplete applications will not be considered.

CVs longer than 4 pages will not be considered.

Application submission deadline: Sunday 17th of April 2022