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| **JOB DESCRIPTION** |
| Job title | **Regional Technical Assistance Manager** |
| Location: | Nairobi | Travel Required: | Regional |
| Reporting To: | Head of Technical Assistance | Position Type: | Full time |
| PIDG Overview |
| The Private Infrastructure Development Group (PIDG) is an innovative infrastructure development and finance organisation delivering pioneering infrastructure in the poorest and most fragile countries in Africa and South East Asia. Our purpose is to combat poverty through promoting the construction of private infrastructure projects, helping economies grow and changing people’s lives. We provide leadership, development capability, funding and finance solutions across the project cycle to support viable and resilient infrastructure provision, with high development impact and which develops local capacity and capability.Our vision is the enhanced provision of affordable and sustainable infrastructure services in low-income countries and fragile states across a number of key sectors, including power, transportation, water, telecoms, affordable housing, and agri-infrastructure, leading to greater inclusion and poverty reduction. Financing for these projects should be increasingly sourced through local capital and credit markets, building capacity, expertise and resilience in frontier markets.PIDG Technical Assistance (PIDG TA) provides technical assistance grants and viability gap funding to PIDG Companies where needed to support and enable projects that they develop and finance. This funding may be utilised to meet a range of needs associated with the infrastructure project development cycle including the assessment and feasibility of potential investment opportunities and building capacity of host country partners and local investors. In addition PIDG TA also may, on a selective basis, provide funding to external entities. The PIDG TA team is currently composed of three professionals and is expected to grow in the near term as we expand our team in London, Nairobi and Singapore. |
| About the role |
| The Regional TA Manager is responsible for liaising with the management and staff of other PIDG companies active in Africa and interfacing with the London TA team, driving business development and providing advice on the implementing PIDG TA’s technical assistance activities within the region. |
| Job Description |
| ROLE AND RESPONSIBILITIES**General Responsibilities*** Provide advice to the PIDG TA team on the allocation of PIDG TA resources and the implementation of PIDG TA’s technical assistance activities in the region, with a strong emphasis on development outcomes.
* Evaluate specific grant funding proposals from PIDG companies to ensure that they appropriately support private participation in infrastructure in terms of legal, regulatory, policy, economic and/or financial implications and development impact.
* Provide technical advice during reviews of the regional portfolios of on-going PIDG TA projects, regarding activities to be continued, extended or terminated.
* Monitor the grant pipelines of PIDG TA companies working in the region.
* Advise on the management of PIDG TA’s other activity areas (programmatic activities, strategic partnerships, cross-cutting add-ons, embedded advisers) from a regional perspective.
* Track funding and implementation of these activities in the region.
* Support with regular reporting of the PIDG TA team.
* Support the PIDG TA team in drafting requests for proposals and reviewing outputs.
* Engage in site visits to PIDG projects that are utilising PIDG TA funding.

**Relation with PIDG Companies** * Assist the PIDG TA team in liaising with the management and staff of other PIDG companies active in the region.
* Proactively assist and advise managers and staff of other PIDG companies on their need for grant funding in support of projects.
* Advise on special requests for assistance from PIDG company managers and staff.
* Support PIDG companies with the preparation of grant application submissions.
* Work with PIDG companies to identify and quantify wherever possible the wider development impacts of its activities.
* Support the PIDG TA team on communication with the companies regarding delayed or non-performing activities, activity extensions, etc.

**Public Relations, Marketing & Communications** * Support with the promotion of strong strategic and operational partnerships with developing country governments, private sector representatives, civil society groups and the wider development community, including bilateral donors and multilateral development banks.
* Assist the PIDG TA team in working closely with other multi-donor trust funds and development banks active in the African infrastructure space.
* As needed, serve as an effective spokesperson and advocate for the opportunities and challenges of public-private partnerships and private investment in infrastructure in the international development community.
* Support with the development of the PIDG Annual Review.

**Risk Management*** Work with the regional representatives for Risk and Health, Safety, Environment and Social (HSES) to ensure that PIDG TA abides by the PIDG risk management and HSES policies and procedures.
* Ensure compliance by PIDG TA with the PIDG OPPS and PIDG Code of Conduct.

**Team Development and Management*** Work to enable PIDG TA to become an effective part of the PIDG group and to build the business and create value for PIDG TA within the PIDG group and externally.

**Other Activities*** Support in implementing the PIDG TA business plan and strategy.
* Working with the PIDG TA team to ensure that the documentation provided to PIDG Ltd and its committees and the Board is of a high standard that enables PIDG Ltd (and the Board) to make informed decisions in PIDG TA’s interests.
* Ensure the integrity of all public disclosures by PIDG TA in accordance with PIDG policies and procedures.

**QUALIFICATIONS AND EDUCATION REQUIREMENTS****Experience required*** 5 to 8 years’ experience in infrastructure finance in developing countries within Africa.
* Extensive knowledge of and experience with policy and financing issues related to public-private partnerships and private investment in infrastructure.
* Advanced university degree in development, finance, economics or a related discipline.
* Professional training in project finance, infrastructure project appraisal, or a related area.
* Demonstrated track record of working in strategic partnership with development community actors, including government officials of developing countries, donors, private sector and civil society groups.
* Strong interpersonal and management skills, and a demonstrated track record of working effectively in interdisciplinary teams in an international environment.
* Ability to communicate effectively (orally and in writing) with a diverse group of constituencies.
* Fluency in French would be desirable.

Personal Attributes* Adaptive: Able to draw on and apply previous experience and judgement to confidently shape solutions and lead teams into areas, that may be outside their current comfort zone.
* Collaborative: Able to build strong, lasting relationships with a diverse mix of individuals, partners and businesses and to use these to share ideas and work collectively to resolve issues.
* Innovative: Able to find creative solutions to issues as they arise and to patiently persevere and refine their approach until a resolution is found.
* Integrity: Demonstrate the highest levels of professionalism in all that they do and act with integrity even when that means walking away from something that might be to their own advantage.

PIDG is an equal opportunities employer and values the diversity of all its employees, associates, owners, service providers and customers  |