

POSITION: **Program Manager, Microfinance**

LOCATION: **Toronto, Ontario**

The MasterCard Foundation is a global foundation based in Toronto, Canada, with over \$3 billion in assets. As an independent entity, The MasterCard Foundation is governed by its own board of directors.

The Foundation works with partners to advance sustainable and scalable solutions in microfinance and youth education in developing countries, with a primary focus in Africa. The Foundation believes that every person has the potential to transform their lives and improve the lives of their families and communities. Under the leadership of President and Chief Executive Officer (CEO) Reeta Roy, the Foundation collaborates with diverse partners working in developing countries that face high rates of poverty and growing numbers of out-of-school youth. These partners include a range of innovators and leaders in development such as the African Leadership Academy, Aga Khan Foundation, BRAC, Camfed, Equity Group Foundation, Opportunity International, Save the Children and Women's World Banking.

The MasterCard Foundation is on a growth trajectory. To date, the Foundation has committed \$130 million in major initiatives in its microfinance and youth learning programs. Over the next few years, the Foundation expects to commit \$100 million annually. By building strong institutions in developing countries and investing in robust evaluation and learning agendas, the Foundation aspires to become a global thought-leader, working to broaden economic participation of the poor and to enable young people to realize their potential.

This work is achieved with a nimble and highly entrepreneurial organization. The Foundation has a proactive and results-oriented approach to its philanthropy. The program team seeks opportunities, collaborates with partners to develop programs and recommend them to the board. The organization's culture is shaped by people who are driven and passionate about the Foundation's mission. As the programs expand, the Foundation seeks seasoned and dynamic professionals with expertise in microfinance and youth learning who enjoy a fast-paced and performance-based environment.

Microfinance Program

To date the Foundation has committed \$110 million in microfinance programs with a major focus in Africa. The program goal is to expand access and increase the reach of microfinance to improve the quality of life for people of all ages. The program pursues three core strategies:

- Scaling evidence-informed models in Sub-Saharan Africa
- Enabling young people living in poverty to access microfinance
- Increasing transparency and strengthening the sector with capacity-building

The Foundation supports innovation and testing of new approaches to deliver diverse microfinance products and services in ways that are accessible, relevant and affordable to those living in poverty. For example, the Foundation recently announced a partnership consortium with four organizations to conduct a global research initiative that will test how to sustainably deliver savings services to low-income youth in the developing world. This initiative, called Youth Save, will aim to link youth to savings services to improve their economic, educational and health-related futures.

Youth Learning Program

The Foundation recently launched its youth learning program aimed preparing young people to engage the economy. The program will provide young people with access to market-relevant skills, knowledge, networks and other resources in order to innovate, develop entrepreneurial opportunities and find employment. Specifically, the three cores strategies of the youth learning program are:

- Enabling continued learning, particularly for secondary school completion
- Equipping youth with key skills and connecting them to employers
- Mentoring and supporting young entrepreneurs

THE POSITION

Reporting to the Director of the Microfinance Program and working collaboratively with colleagues in the foundation, the Program Manager will identify and evaluate opportunities that advance the Foundation's strategy. The successful candidate will have expertise and experience in microfinance as well as bring fresh ideas to solve current challenges facing the microfinance sector.

The Program Manager will be responsible for a portfolio of approximately \$25 million in programs and partnerships. He/She will be expected to interact effectively with senior levels of partner organizations and work collaboratively to co-develop programs. Each member of the team will have an annual set of targets and goals for programming. As such, the successful candidate in this position must be highly motivated, entrepreneurial, and results-oriented. He/She will have strong listening skills and ability to build deep and effective relationships with partners.

Specific Responsibilities

Specifically, the Program Manager will:

- Identify, develop and recommend programs for funding. This work includes conducting field visits and due diligence of potential partners and projects, reviewing project budgets, working with organizations to create projects and articulating how to expand access to financial services for people living in poverty.
- Monitor and manage a portfolio of approximately \$25 million in programs.
- Monitor and communicate progress and learnings from programs to team members and CEO.
- Build relationships with partner organizations and global stakeholders in microfinance.
- Collaborate with Foundation team to expand the organization's knowledge base, develop new ideas and review and evolve program strategy.
- Provide perspective and expertise on emerging issues and trends in the field of microfinance.
- Work closely with the youth learning program team leveraging synergies between the two programs.

THE PERSON

Qualifications & Experience

The ideal candidate should have the following qualifications:

- Significant experience in microfinance is preferred. This experience could include program management, field experience and/or experience in philanthropy working in developing countries.
- A successful track record of managing organizational programs and building partnerships
- Substantive knowledge of key issues and emerging trends in microfinance, as well as the ability to understand and the willingness to explore the potential areas of synergy with the youth learning field.
- Excellent communication skills in English, both oral and written. Fluency in other languages relevant to the work is also helpful.
- Experience living and working in Sub-Saharan Africa is desirable.
- Experience with global grant making. This experience may come from working in a foundation, corporation or an NGO.
- Ability to travel internationally (approximately 20-25%).
- Advanced degree is required.

Personal Characteristics

The ideal candidate should have the following personal characteristics:

- Commitment to and a passion for microfinance and its ability to alleviate poverty.
- Results driven. Motivated by a high sense of performance excellence and a sense of urgency. Ability to set and achieve clear objectives and deadlines. Shares information across the organization.
- Flexible, intellectually curious and open. This individual is comfortable with ambiguity, receptive to new ideas and is also willing to change when presented with best options.
- Innovative and entrepreneurial. A person who is able to formulate and develop a new or creative approach to a problem and inspires others on the team to do so as well.
- Strong communication skills, both oral and written, as well as exceptional interpersonal skills.
- Ability to collaborate effectively with a variety of constituencies, as well as work effectively in a collegial manner in a team-based environment.
- Professional maturity and sensitivity to working within different cultures.
- Impeccable integrity.

LOCATION

This position will be located in Toronto, Canada, where the Foundation is headquartered. Toronto is the economic hub of Canada and the largest financial centre in North America. With 5.5 million people in the Toronto metro area, it is known as one of the most multicultural cities in the world. Over 140 languages and dialects are spoken with almost a third of the population speaking language other than English or French at home, and approximately 50% of the population born outside Canada.

APPLICATION INFORMATION

Nominations, applications and inquiries may be submitted to our retained consultants at the address below. Electronic submissions are preferred.

The MasterCard Foundation

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The MasterCard Foundation is an open, collegial organization which honours principles of equality of opportunity for all.