

POSITION: **Program Manager, Youth Learning Program**

LOCATION: **Toronto, Ontario**

The MasterCard Foundation is a global foundation based in Toronto, Canada, with over \$3 billion in assets. It was established through the generosity of MasterCard Worldwide at the time of the company's initial public offering in 2006. As an independent entity, The MasterCard Foundation is governed by its own board of directors.

The Foundation believes that every person has the potential to transform their lives and improve the lives of their families and communities. The Foundation collaborates with partners to advance sustainable and scalable solutions in **microfinance** and **youth learning**, focusing on 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 Foundation is on a growth trajectory. To date, it has committed \$130 million in major initiatives which align with its microfinance and youth learning strategies. Over the next few years, the Foundation expects to commit \$100 million annually to broaden economic participation of the poor and to enable young people to realize their potential. Much of this work will be accomplished by building strong institutions in developing countries and investing in robust evaluation and learning agendas.

The Foundation values innovative and fresh thinking as it strives to become a global thought-leader. Its work is achieved by a strategic, nimble and highly entrepreneurial team with a proactive and results-oriented approach to its philanthropic activities. The program team seeks opportunities, collaborates with partners to develop ideas and makes recommendations 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.



Program Areas

The Foundation recently launched its Youth Learning program. By developing innovative learning, employment and entrepreneurship opportunities, its goal is to prepare young people to engage in the economy. The program has already approved \$22 million in grants. These programs will provide young people with access to relevant skills, knowledge, networks and other resources in order to innovate, use technology and develop entrepreneurial opportunities. Specifically, the three areas of focus for the Foundation's youth learning program are:

- Enabling continued learning
- Connecting youth with employers
- Supporting youth entrepreneurs

The youth learning program will focus primarily on Sub-Saharan Africa where the need and opportunity for impact are greatest. For example, the Foundation recently announced a partnership with Camfed to scale secondary education, financial literacy and internship opportunities for girls and young women in Ghana and Malawi. This program enables young girls and women to successfully progress into adulthood with opportunities that include professional training, higher education and job creation.

The goal of the Foundation's microfinance program is to expand access and increase the reach of microfinance to improve the quality of life for people of all ages. The Foundation encourages learning and collaboration between its Youth Learning and Microfinance programs.

THE POSITION

Reporting to the Director of Youth Learning and working collaboratively with the youth learning team, the Program Manager will identify and evaluate opportunities that advance the Foundation's strategy. The successful candidate will have a passion for working with youth, and expertise and experience in the field of youth learning. He/She will bring fresh ideas to solve current challenges youth face in developing countries.

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 potential partnerships. This work includes conducting field visits and due diligence of potential partners and projects, reviewing and designing budgets, and working with organizations to create projects.
- Meet required target goals for bringing forth and developing new grant programming.
- Monitor and manage a portfolio of approximately \$25 million in programs.
- Communicate progress and learnings from programs to team members and the Foundation's Chief Executive Officer.
- Build and develop relationships with partner organizations and global stakeholders in youth development, i.e. the World Bank, United Nations, Foundations, other youth alliances/networks as well as the corporate sector.
- Provide perspective and expertise on emerging issues and trends in the field of youth learning.
- Collaborate with Foundation colleagues to expand the organization's knowledge base, develop new ideas and review and evolve program strategy.
- Work closely with the microfinance program team leveraging synergies between the two programs.

THE PERSON

Qualifications & Experience

- The ideal candidate should have the following qualifications:
- Significant experience in the field of youth learning is required. This may include experiences in developing countries working in youth entrepreneurship and employment programs, youth engagement or other educational programs.
- A successful track record of managing organizational programs in a global capacity and building partnerships.
- 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 Africa is desirable.
- A substantive understanding of key issues and emerging trends in youth learning as well as an understanding of potential areas of synergy with the microfinance field.
- Experience with global grant making.
- Ability to travel internationally (approximately 20-25%).
- Advanced degree strongly preferred.

Personal Characteristics

The ideal candidate should have the following personal characteristics:

- Commitment to and a passion for youth learning.
- 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 3rd 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.

APPLICATION INFORMATION

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

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