



# MANAGER, MARKET ACCELERATION & DESIGN FUNDING

LOCATION: TORONTO, ONTARIO

Convergence is the global network for blended finance. [Blended finance](#) is the use of catalytic public or philanthropic capital to increase private sector investment in places that need it most. We are the source for everything blended finance, including deals, data, reports, trainings, webinars, and much more. At Convergence, we believe that blended finance can disrupt traditional development finance as we know it, by attracting private sector funds to developing countries in volumes never before seen.

Convergence is headquartered in Toronto, but we operate globally and have a presence in Nairobi, La Paz, Manila, and Washington, DC. Over the last five years, we have built a robust network of over 200 public, private, and philanthropic investors as well as sponsors of transactions and funds. To accelerate advances in the field, Convergence also provides grants through its Design Funding program, which funds the design of new blended finance solutions.

We are small but mighty. Join us if you want to be part of an energetic team with a unique role at the intersection of development and finance. We are passionate about and united around the goal of directing money to where it's needed most – into developing countries and towards achieving the United Nations Sustainable Development Goals. We have built a culture defined by our diversity, inclusivity, and ability to get things done. In this relatively new and growing organization, you can be sure that you'll have a voice and leave your mark. Finally, we take our team members' growth and well-being seriously, so we offer opportunities for professional development and team building as well as flexible schedules and generous time-off policies.

We are currently seeking a Manager, Market Acceleration & Design Funding to lead the market acceleration/design funding program.

## POSITION DESCRIPTION

The Design Funding and Market Acceleration program at Convergence has delivered six years of success, having supported concepts that went on to mobilize well over \$1 billion in subsequent capital. This is a flagship program for the firm, with significant upside potential. We are seeking candidates to help lead this dynamic, high-growth program.

This role will report to the Director, Market Acceleration & Design Funding, and will be responsible for managing specific programs within the Design Funding program. The Manager will work collaboratively with staff across Convergence. This role will be instrumental in executing Convergence's Design Funding program. The Manager will be a go-to person for Design Funding activities, including sourcing, reviewing, and conducting due diligence on proposals, developing, and managing relationships with prospective and existing applicants, presenting prospective grant awards to the Funding Committee, and preparation of funding recommendations for Board approval. The Manager will also engage with existing portfolio grantees and collaborate on drafting case studies on vehicles emerging from the Design Funding program.

## RESPONSIBILITIES

The Manager will support the Director across three main areas of work: 1) program management, and 2) stakeholder engagement and 3) knowledge sharing. However, the scope may evolve over time to match the growing needs of the business.

### Program management:

- Engage in pipeline development for new proposals (e.g., marketing funding window opportunities, identifying organizations to engage with, and encouraging applications)
- Engage with prospective applicants to determine alignment with program objectives
- Review and provide feedback on draft proposals
- Review and provide recommendations to senior management on proposals to be shortlisted for further due diligence
- Conduct due diligence on shortlisted proposals

## CONVERGENCE

- Prepare memos and presentations for Funding Committee meetings
- Present recommended proposals to Funding Committee
- Prepare documents for final Board approval
- Support in structuring and negotiating terms, conditions, and milestones of funding agreements
- Record key metrics and results of the program for reports to funders
- Check-in with the current portfolio of grantees, monitor progress against milestones and support the Director in providing guidance and advice to ensure their success

### Stakeholder engagement:

- Support in engaging with prospective donors (e.g., development agencies, foundations)
- Support development of concept notes and proposals to donors
- Represent Convergence at industry events and conferences
- Draft funding award announcements, including press releases and blog posts

### Knowledge sharing:

- Work with the Director and Convergence's Content team to develop case studies and other offerings based on learning from the program and our grantees
- Participate in presentations on the Design Funding and Market Acceleration program

The Manager will be based in Toronto but will engage extensively with organizations in Africa, Asia, and Europe. Therefore, the Manager will often have early morning or late evening/night telephone meetings. These working hours will be accommodated through flexible working arrangements by Convergence.

## DESIRED QUALIFICATIONS

We are looking for candidates with 6+ years of experience in investment/corporate banking, impact investing, or grant making.

The ideal candidate will have:

- Bachelor's degree in business, economics, international development, or a related field
- Previous experience in investment/corporate banking, impact investing or grant making, that demonstrates an understanding of advanced finance concepts and track record of conducting due diligence
- Demonstrated strengths in analytics (quantitative and qualitative); communications (the ability to present information in an insightful and structured manner, especially written); and detail-oriented project management
- Self-starter with excellent interpersonal skills
- Able to work in a small entrepreneurial team environment as a collaborative partner
- Demonstrated interest in development finance and developing countries
- Foreign language skills are a plus

Candidates should be eligible to work in Canada. Due to ongoing contractual engagements with government agencies, we will require the candidate to provide confirmation of COVID-19 vaccination status.

## APPLICATION INSTRUCTIONS

Interested and qualified applicants should send a single PDF document containing a cover letter and CV to [hr@convergence.finance](mailto:hr@convergence.finance), with Manager, Market Acceleration & Design Funding in the subject line. We are looking to hire quickly and so will be reviewing applications on a rolling basis; applicants are therefore encouraged to apply as soon as possible before January 14, 2022. Please note that due to the high volume of applications, we will only contact applicants selected for an interview.