



## SENIOR ASSOCIATE, CONTENT (DATA & INTELLIGENCE)

LOCATION: TORONTO, ONTARIO

APPLICATION DEADLINE: JANUARY 31, 2023

**Please note that due to the high volume of applications, we will only consider applicants that provide a resume and cover letter.**

Convergence is the global network for [blended finance](#). 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 Africa, Latin America, and Asia. Over the last five years, we have built a robust network of over 150 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.

Convergence is currently seeking a Senior Associate, Content (Data & Intelligence). The job level and title will be dependent on the qualifications and experience of the successful applicant.

### DESCRIPTION

The Senior Associate, Content (Data & Intelligence) is responsible for a variety of key activities that fall under Convergence's qualitative data and intelligence offering, which is a crucial component of Convergence's membership value proposition. In particular, this role will support the curation, management, and presentation of Convergence's proprietary database of historical blended finance transactions and contribute to the creation of Convergence's knowledge products.

### RESPONSIBILITIES

The following comprises the core responsibilities for a Senior Associate hire. At the discretion of Convergence's management team, the Senior Associate, Content (Data & Intelligence) may also support other member offerings and activities (e.g., training, design funding).

- Curate and maintain Convergence's proprietary database on historical blended finance transactions, investments, and investors, which currently captures over 750 transactions
- Support member organizations in accessing and utilizing blended finance data and intelligence as a key part of Convergence's membership value proposition as well as leading on data user memberships and engagements
- Deepen and broaden Convergence's data, including developing new data collection practices, engaging members in data collection and validation exercises, and identifying data collaboration partners
- Lead on producing data analytics and insights from Convergence's data that informs members of trends and benchmarks in blended finance, including data briefs, case studies, and research reports
- Support the development of Convergence's unique blended finance intelligence and knowledge resources that provide actionable tools and insights that are aligned with Convergence members' needs and interests
- Liase with members and external stakeholders and conduct interviews, outreach, surveys, and other correspondence related to the production of offerings across the different knowledge products

## DESIRED QUALIFICATIONS & EXPERIENCE

- Bachelor's degree in business, finance, economics, international relations, international development, or a related field; master's degree and/or indicative research experience is preferred
- Minimum of seven years work experience past work experience
- Demonstrated ability to deliver results through both independent and collaborative work, particularly in fast-paced environments
- Strong research and writing skills, including the ability to synthesize complex financial concepts into approachable and straight forward language
- Demonstrated strengths in qualitative data collection, management, and analysis required (e.g., categorical data)
- Understanding of development finance, economic development, structured finance, and the political and cultural realities of emerging and frontier markets
- Excellent communication and presentation skills with demonstrated ability to manage timelines and projects with a high degree of organization; comfortable balancing multiple tasks simultaneously and demonstrated ability to complete tasks on short deadlines
- Proficiency in data sets/formats with MS Excel, Tableau, Salesforce and other business intelligence tools
- Experience in data management (e.g., database management, data governance), data analysis and visualization, and the ability to present information in an insightful and structured manner

## APPLICATION

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 Senior Associate, Content in the subject line. We are looking to hire quickly and so will be reviewing applications on a rolling basis; the application deadline is January 31, 2023. Please note that due to the high volume of applications, we will only contact applicants selected for an interview.