



## DATA & RESEARCH ANALYST

LOCATION: TORONTO, ONTARIO (REMOTE)

CONTRACT PERIOD: 6 MONTHS

APPLICATION DEADLINE: 30 JUNE 2022, 5PM EST

Convergence is the global network for blended finance. We generate blended finance data, intelligence, and deal flow to increase private sector investment in developing countries. [Blended finance](#) is the use of catalytic public or philanthropic capital to increase private sector investment in places that need it most. Convergence's global [membership](#) includes public, private, and philanthropic investors as well as sponsors of transactions and funds. Members include institutions such as MacArthur Foundation, FinDev Canada, the Nature Conservancy, and Credit Suisse. Convergence offers its members a curated, online platform to connect with each other on blended finance transactions in progress, as well as exclusive access to original market intelligence and [knowledge](#) products such as case studies, reports, training, and webinars. To accelerate advances in the field, Convergence also provides grants through its [Design Funding](#) program, for the design of vehicles that could attract private capital at scale to global development.

Convergence is headquartered in Toronto and is seeking a Data & Research Analyst on a 6-month (renewable) contract basis.

### DESCRIPTION

The Data and Research Analyst will be responsible for the data systems that allow Convergence to collect, maintain, analyze, and share quantitative data and qualitative analyses. They will conduct research and analysis to build up Convergence's database of blended finance transactions, including identifying pipeline, collecting new data through desk research, and managing and validating data flows to inform Convergence's knowledge and content products including the flagship report: The State of Blended Finance 2022.

### RESPONSIBILITIES & DELIVERABLES

The Data and Research Analyst will work remotely, (15-20 hours per week), and be in communication with the Content team, providing updates on a regular basis.

Key tasks would include:

- Building out pipeline of blended finance transactions for the historical deals database, identifying ~8-10 new transactions for review per week, with guidance from Content team
- Collecting and inputting data through public webscraping on ~6-8 closed blended finance transactions per week (using Salesforce)
- Updating, scrubbing, and administering the historical deals database and pipeline content on a regular basis
- Supporting data validation exercises with member and potential-member organizations as needed
- Monitoring data consistency & compliance, performance metrics, and assisting in conducting data quality control requests
- Delivering data reports and dashboard visualizations using Tableau and other business intelligence tools to inform analyses across a range of learning products, including case studies, data briefs, bespoke research products, etc.

### EXPERIENCE

- Data management experience (e.g., database management, data governance)
- Combining data sets/formats with MS Excel, Tableau, Salesforce and other business intelligence tools
- Data analysis and visualization, including the ability to present information in an insightful and structured manner
- Understanding of development finance, economic development, and/or structured finance
- Strong research and writing skills, including the ability to synthesize complex financial concepts into approachable and straight forward language

- High degree of organization; comfortable balancing multiple tasks simultaneously and demonstrated ability to complete tasks on short deadlines

## APPLICATION

Please submit your proposal to [finance@convergence.finance](mailto:finance@convergence.finance) by 30 June 2022, 5PM EST. Your application should include a one-page resume and a cover letter that describes your interest in development, blended finance, and Convergence and your suitability for the position.