

Job Description –

FELLOWSHIP – FUNDING & IMPACT MANAGER

Location	Dar-es-Salaam, Tanzania but with some travel to the Regions	
Line Manager	CHIEF EXECUTIVE OFFICER	
Context	<p>This is a unique opportunity to join EGG-energy Tanzania an innovative, ambitious organization, which plans to distribute rent-to-own solar home systems at scale across Tanzania, bringing electricity to rural households and reducing reliance on fuels such as kerosene. The applicant must be a forward thinking and enthusiastic self-starter, willing to act on their own initiative and as part of a small team. The successful candidate will enjoy the challenge of helping an emerging organisation develop and must be personally committed to our mission and objectives.</p> <p>About us Founded by MIT and HBS graduate students and alums in 2009, EGG-energy Inc. is a social enterprise with a mission to deliver electricity to off-grid customers in Africa, starting with Tanzania. We work at the crossroads of solar energy and financial inclusion to make efficient, high-quality sustainable energy solutions available to off-grid Tanzanians. We are developing sales and marketing techniques, management systems, a distribution network, and a financing program—all coordinated by an innovative IT system—to efficiently deliver rent-to-own solar energy to customers living off the grid. We focus on the areas of the value chain where energy technology companies are struggling the most and require on-the-ground operational capacity.</p> <p>Mission for this post We are looking for a detail-orientated Funding & Impact Manager. This role is designed as a fellowship, although you will serve on the management team and work closely with the CEO. This role is important to enable EGG's operations by monitoring and evaluation efforts and supporting the company's fundraising. As the head of M&E, this role will lead an annual impact evaluation (assisted by interns), regularly monitor KPIs, and collect client stories. You will also conduct market research when necessary. M&E work will feed directly into fundraising efforts, where you will manage several on-going grants and assist in indentifying and securing new debt and equity investment. You will also lead external communications and have a large degree of autonomy in shaping EGG's website, blog, and social media.</p> <p>We are growing fast, and we review our staffing structure on a regular basis in order to ensure that it meets our needs most effectively. Job descriptions may need to be amended as new projects start and more people are recruited. This may result in new responsibilities being taken on, responsibilities being passed on to others, and line management being transferred.</p>	
Experience Skills Qualifications	Essential	Desirable
	<ul style="list-style-type: none"> • Degree in relevant field of study. • Excellent oral and written English. • Excellent communication skills with the ability to engage and interact with people at all levels • Experience with grants and/or impact investment • Experience working in a multi-cultural environment • Monitoring and evaluation experience • Knowledge and enthusiasm of solar energy and the renewables sector 	<ul style="list-style-type: none"> • Proven experience of working for an international NGO, business or social enterprise • Knowledge and experience of project implementation in developing economies • Work history includes working for an international organization • Experience living/working in a developing country • Knowledge of Kiswahili

	<ul style="list-style-type: none"> • Can conform to shifting priorities, demands and timelines through analytical and problem-solving capabilities. • Reacts to business adjustments and alterations promptly and efficiently • Flexible during times of change • Persuasive, encouraging, and motivating • Strong written and oral communication skills • Strong interpersonal skills • Ability to effectively prioritize and execute tasks in a high-pressure environment is crucial • Ability to work independently and set own work plan 	<ul style="list-style-type: none"> • Knowledge of and experience in financial inclusion sector
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Duties and Responsibilities

Time: 40%	Funding
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Duties	<ul style="list-style-type: none"> • Identify and apply for grants • Manage all on-going grants, including all compliance reporting • Identify and follow up with potential debt/equity investors • Assist with due diligence for potential investors • Prepare investor reports
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Time: 35%	Research & Monitoring & Evaluation
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Duties	<ul style="list-style-type: none"> • Set up and conduct yearly impact evaluation • Update weekly KPI dashboard (intranet), including tracking sales, PAR, watts installed, and velocity • Collect customer stories to showcase impact • Conduct market analyses as necessary • Hire interns as necessary to assist with M&E efforts
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Time 20%	Communications
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Duties	<ul style="list-style-type: none"> • Manage external and internal website (WordPress) • Regularly post on blog and get/edit blog posts from other team members • Administer English-language social media accounts (Twitter, Facebook) • Keep EGG investor and external communications documents up-to-date, including business plan, slide deck, and executive summary • Monitor EGG-energy general email account and forward/respond to emails as necessary • Monitor Google Alerts to pick up any mention of EGG in the news
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Time: 5%	Other
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Duties	<ul style="list-style-type: none"> • Other duties may be required from time to time, including responsibilities which require work on weekends and holidays • Serve as a role model at all times, personally embodying the Company's objectives and values for all staff, volunteers and external audiences
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