

Institution	Rwanda Green Fund (FONERWA).
Job Title:	Chief Strategy Officer
Administrative Unit:	Chief Strategy Office
Job Level and Grade:	F
IV:	500
Index:	2869
Report to:	Chief Executive Officer
Responsible for:	Climate Finance Analyst, Climate Finance Specialist, Private Sector Climate Finance Investment Analyst, Projects Design Analyst, Environmental and Social Safeguards Analyst
Functions	Tasks
Developing, communicating, executing, and sustaining the Fund's Corporate strategic initiatives.	<ul style="list-style-type: none"> ▪ Work closely with the Board of Directors and senior leadership team to create the Fund's long-term and short-term initiatives and guide it through the planning process. ▪ Formulate the Fund's strategy by framing clear strategic choices, soliciting the perspectives of the senior management, driving to alignment, and articulating a comprehensive result based corporate strategy. ▪ Provide oversight over the implementation and operationalization of the Fund's resource mobilization strategy and use this to inform and align with a comprehensive climate finance strategy. ▪ Facilitate the execution of the strategy by working collaboratively with other Executive Team members and ensuring that the strategy is communicated and easily understood by all throughout the organization. ▪ Ensures that strategic actions are completed at various levels to achieve desired results. ▪ Ensures that appropriate metrics are in place to measure performance and progress towards strategic goals. ▪ Leads the Fund's approach to measurement and evaluation with a focus on the creation of an organizational dashboard for impact and organizational effectiveness. ▪ Ensures compliance with all relevant laws, policies, and regulations.
Resource Mobilization	<ul style="list-style-type: none"> ▪ Supervise the design of new climate financing mechanisms such as revolving funds, bonds or other instruments in order to improve readiness to facilitate access to additional climate finance options ▪ Coordinate and evaluate the identification of potential funding sources, determine finance requirements, and match sources to different resilience activities with the aim of expanding the Fund's resources. ▪ Establish the new financing mechanisms/ instruments to finance the Fund's climate resilience projects and initiatives from other financial instruments, and promote access to these instruments. ▪ Supervise the development of a practical and operational model for leveraging resources from public funders and private financiers. ▪ Emphasize access to existing and untapped domestic revenue streams for resilience from central budgets. ▪ Oversee the preparation of effective project funding proposals and mobilizing finance from different financial mechanisms and instruments. ▪ Coordinate the elaboration of project proposals.

	<ul style="list-style-type: none"> ▪ Lead the screening of the projects and give recommendations. ▪ Check the compliance of submitted project with all relevant legislation and professional standards. ▪ Identify areas for improvement within existing resources mobilization streams and implement changes to ensure growth in fundraising revenues. ▪ Lead the new resource mobilization initiatives which include: major gifts, Trusts and philanthropic grants, corporate partnerships (including Corporate Social Responsibility, workplace giving), private investments.
Partnerships	<ul style="list-style-type: none"> ▪ Promote proper development of partnership strategies across the organization. ▪ Collaborate with the communications and partnership development function to message the Fund’s strategy internally and externally. ▪ Provide leadership in partnerships and engagements on behalf of the CEO when necessary and put in place effective measures for regular reporting.
Provide strategic expertise on key issues related to environmental and social safeguards impact assessment and on sustainability risks in the design, preparation, implementation and supervision of the Fund’s operations and taking into consideration best practices and standards	<ul style="list-style-type: none"> ▪ Oversee the management and conduct of environmental and social safeguard due diligence of new project proposals for the Fund’s consideration. ▪ Lead the identification of all key potential social and environmental impacts and risks of a project and ensure that their magnitude and significance are well understood. ▪ Supervise the designing and incorporation into the safeguard plans and project effectiveness and feasible measures to avoid, minimize, and mitigate the adverse environmental and social impacts, and draft relevant project processing documentation. ▪ Ensure that the implementing partner understands the applicable safeguard policies, guidelines and project-specific requirements, and has the necessary commitment and capacity to manage social and environmental impacts and/or risks adequately and supported by mechanisms that facilitate implementation. ▪ Supervise projects to ensure implementation of mitigation measures. ▪ Work with THE FUND other departments to mobilize technical and financial support to enhance the environmental and social sustainability of its operations. ▪ Conduct consultations with stakeholders in accordance with relevant policies and guidelines. ▪ Coordinate the preparation of Environmental and Social Safeguard Plans and ensure that such plans are approved by relevant authorities before implementation. ▪ Coordinate the development process of an Environmental and Social Safeguards guideline in collaboration with the partners in environment to be used by the Fund. ▪ Supervise an environmental and social risk categorization of proposals submitted and projects under implementation.
People Management	<ul style="list-style-type: none"> ▪ Support the CEO, build a motivated team that is capable of delivering on the Fund’s vision and strategy. ▪ Support the development and implement an employee performance management system that supports the achievement of the Fund’s goals and objectives and recognizes employees. ▪ Lead the team in a manner that empowers them to deliver excellent

	<p>mobilization services and increases the Fund’s competitive advantage through the development of innovative solutions.</p> <ul style="list-style-type: none"> ▪ Ensure the strategic team discharges responsibilities in a coherent and integrated manner that achieves results. ▪ Manage office culture and employee engagement. ▪ Provide effective direct leadership to reports through coaching, mentoring and management of performance. ▪ Actively establish and execute accountability measures within his/her department. ▪ Provide leadership within the department and actively promote team spirit. ▪ Accountable for the mitigation of all people related risks through appropriate risk management strategies.
<p>Job Specifications/Profile</p>	
<p>Relevant Qualifications</p>	
<p>At least a Master’s degree in either Environmental Management, Environmental Sciences, Business Management, Marketing or a relevant field.</p>	
<p>Required Experience</p>	
<p>At least 7-10 years of previous relevant experience in Business administration, management, project design , finance, administration, or related field, for which 3 years should be at senior management of complex projects in reputable institutions and dealing with various stakeholders.</p>	
<p>Required Competencies</p>	
<ul style="list-style-type: none"> • Must have demonstrated proficiency in analytical research, leadership, and strategic planning. • Proven track record with strategy planning, development, and execution. • Must have a strong working knowledge of Project Management and requisite skills. • Ability to apply a variety of strategic frameworks to analyse problems and to guide and develop solutions. • Excellent team management skills towards strategic initiatives. • Demonstrated skills in leadership, management, and collaboration. • Must be familiar with resource mobilisation while maintaining a comprehensive and cohesive brand or identity. 	