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## CAREER OPPORTUNITY

Kenya Markets Trust (KMT) is a Kenyan organisation that works in partnership with the private sector; non-governmental organisations; county and national governments; associations and other local and international partners to unleash large scale, sustainable growth by changing the underlying incentives, capacities and rules that shape the functioning of markets

We focus on market systems and value chains as the main mechanisms through which wealth is created and growth occurs. Our long-term goal is to deliver large scale, systemic change in selected sectors by catalysing innovation in order to promote *sustainable, competitive* and *inclusive* markets that benefit all players including small businesses, larger firms, investors, producers and consumers and the country at large. KMT aspires to be the premier institution for market system development in Kenya.

The organisation is currently working in three sectors – agricultural inputs (including seed), livestock and water – and implements some work in these sectors internally and some through local partners. Our working funds/revenue comes from bilateral donors and foundations (for more information on KMT see [www.kenyamarkets.org](http://www.kenyamarkets.org)).

Kenya Markets Trust is seeking to fill the following position:

### **RE: HOP/08/2018 – HEAD OF PROGRAMMES**

Reporting to the Chief Executive Officer, the role will assume overall responsibility for the strategic direction and successful delivery of KMT's portfolio of sector programmes. S/he will provide strategic and technical leadership to the portfolio team and drive successful implementation across all sector programmes in compliance with the statutory, organisational, donor or other requirements of KMT.

#### **Key Responsibilities:**

- Set strategic direction and overall approach for KMT's implementation portfolio.
- Provide technical leadership in the development and implementation of sector strategies and implementation plans.
- Drive effective implementation of the sector work through a results-based management process that is aligned with the long- term objectives in the sectors.
- Oversee and quality assure the development of intervention designs and concept notes and provide the technical challenge function for the teams while supporting them to think through challenges.
- Report the progress of the portfolio to the CEO on a monthly basis and lead the portfolio reporting to the Board and funders on a quarterly basis.
- Lead key stakeholder consultations and policy influencing meetings and develop and maintain essential partnerships with local and regional organisations, governments and key leaders.
- Ensure quality control on reports and briefs prepared by Sector Teams before submission. Lead, manage, motivate and develop the sector managers, encouraging their commitment to KMT's objectives, and meeting their personal development needs.
- Lead development of portfolio annual budgets and work plans.
- Assume fiscal accountability for the portfolio budget and ensure the financial management of the portfolio is compliant with KMT's requirements.

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- Manage and mentor the portfolio staff responsible for programme implementation by promoting a culture of integrity and openness within the teams.
  - Set KPIs for staff, always aligning with the Organisational objectives and conduct performance management evaluations in a timely manner to ensure superior levels of performance are maintained.
  - Participate in the development of the organisational strategy and development and implementation of the Annual Operating Plan (AOP).
  - Work closely with the other functions within KMT to progress the broader strategic objectives of the organisation.

**Key Qualifications and Experience:**

- Master's degree in International Development, Agribusiness, Business Management, Marketing, Economics or relevant field.
- A minimum of 10 years' relevant experience in international development work and programme/ portfolio management, at least 5 of which should have been gained providing technical programme leadership to private sector development programmes with multiple stakeholders and multi-layered teams, handling annual budgets of at least GBP 2m. Part of this experience must have been gained working in development programmes in East Africa.
- Demonstrable experience in a lead technical role on development programs, preferably with a specific focus on market development, private sector development, or value chain improvements. Experience in implementing market-based solutions within large-scale sector development programmes to enhance competitiveness of sectors.
- A strategic thinker with sound judgement, private sector DNA and skills in the strategy and design of robust interventions. Most importantly the candidate must have a track record in defining strategy and executing effectively, commercial acumen, experience of private sector development, and an adaptive learning attitude.
- Strong relationship management skills and capacity to influence at multiple levels across large, medium and small businesses, national and county governments and the donor/funding community.
- Strong leadership and people management experience, demonstrating the ability to translate ideas into action, monitor multiple work streams, provide coaching and mentoring, and co-ordinate staff and contract partners in a consultative and collegiate decision-making style.
- Experience of influencing senior level public and private sector decision makers and communicating to a variety of audiences and media.

If you meet the above qualifications, please apply by sending your CV with a cover letter indicating names of three (3) referees to [vacancy@kenyamarkets.org](mailto:vacancy@kenyamarkets.org). Please indicate position reference number in the subject line. Deadline for receiving applications is **September 7, 2018**.

**Only shortlisted Candidates will be contacted.**