



📍 No.666/14 Kwei Okyerema street
Dzorwulu - Accra

✉️ info@impactinvestinggh.org

🌐 www.impactinvestinggh.org

Job Description Program Officer, Enterprise Support Organisation Collaborative

Impact Investing Ghana (IIGh) seeks a Program Officer who will support a collaborative of Enterprise Support Organisations including participants from government, hubs, accelerators, business development service (BDS) providers and other professionals providing support services to enterprises in Ghana. The officer will support the ESO collaborative to finalise and implement an action plan to increase the quality and quantity of enterprise support in Ghana, build a thriving ecosystem for enterprise support and increase funding for enterprise support in Ghana.

Reporting to: Chief Executive Officer

To apply: Email a cover letter and CV to info@impactinvestinggh.org and copy akuu.asare@impactinvestinggh.org

Deadline: 19/01/2023, however applications will be viewed on a rolling basis so early applicants will have an advantage.

Compensation: Competitive based on experience

Responsibilities

1. Support the Enterprise Support Collaborative to complete and implement a plan of action to drive collaboration and increase the quality of enterprise support in Ghana. Manage programs of the collaborative including managing and improving the <https://esoghana.org/> digital platform.
2. Lead and support collaborative processes with ecosystem players to build an effective pipeline of impact ventures and increase financial support for impact ventures and enterprise support organisations.
3. Lead and support collaborative processes to increase the quality of non-financial support to impact ventures in the ecosystem including the development of guidelines for ESOs, program rating systems and other initiatives.
4. Execute activities that increase the funding available for high-quality enterprise support in Ghana.
5. Engage key stakeholders needed to increase the financing, quality and quantity of enterprise support in Ghana and recruit them as supporters or members of the collaborative.

6. Identify opportunities to develop collaborative research projects and contribute to research and fundraising proposals.
7. Maintain awareness and knowledge of the fields of enterprise support, impact investing and related fields and analyse local and international reports and policies that have an impact on the growth of enterprise support in Ghana.
8. Represent IIGh, and/or support the representation of IIGh leaders at priority external forums, events, networks and with priority stakeholders.
9. Other tasks as assigned

Apply for this role if you:

- are independent, proactive and self-driven.
- are results-oriented, yet flexible and hands-on, able to execute given projects quickly and thoroughly
- are active, service and detail-oriented, analytical and structured
- are able to capture complex or prospective ideas into concise, high-impact briefs for discussion
- have the ability to organize and prioritize work, multitask and meet strict deadlines
- believe that no activity is too small or too unimportant to be delivered by you if it has an impact on the larger objective!

Qualifications

1. 3 or more years of working experience in program management and operations
2. Affinity with incubation, acceleration, enterprise support, Small and Medium Enterprise (SME) support, sustainability, impact investing and similar fields.
3. Excellent spoken and written communication skills in English.
4. Some experience with stakeholder management and developing joint agenda with different stakeholders in Ghana (e.g. government, private companies, community organizations, international organizations, NGOs).
5. Ability to organize and prioritize work, multitask and meet strict deadlines.
6. Excellent computer skills, including word processing, presentation software and spreadsheet programs and able to learn to use new technologies easily.

About Impact Investing Ghana



📍 No.666/14 Kwei Okyerema street
Dzorwulu - Accra

✉ info@impactinvestinggh.org

🌐 www.impactinvestinggh.org

Impact Investing Ghana (IIGh) works to build a thriving ecosystem for impact investing in Ghana. Impact Investing, that is investments that are made to generate a measurable social and environmental impact alongside financial returns, are essential for Ghana's development. IIGh is Ghana's representative to the Global Steering Group for Impact Investing and is a local platform representing all the stakeholder groups needed to redirect significant capital flows towards social and environmental impact. IIGh has an ambitious plan to support the growth of impact ventures and to catalyze \$1 billion in impact funds for investment in SMEs in Ghana and the West African sub-region prioritizing areas such as reducing underemployment and unemployment, reducing inequality gaps and addressing climate and environmental issues. We deliver relevant research, drive collaboration in the ecosystem and the creation of collaborative projects such as <https://dealsourceafrica.co/> , the Ghana Enterprise Support Organisation Collaborative <https://esoghana.org/> , the Ghana Angel Investor Network and the Ghana Research Industry Impact Investing Collaborative among others.