POSITION DESCRIPTION
Impact Investment Indonesia Field Support Officer

Period: 12 Months
Start date: July 2020
Reports to: Good Return Indonesia Impact Investment Coordinator
Works closely with: Good Return Program Team
Location: Jakarta, Indonesia
Level of effort: 38 hours per week plus occasional weekend activities
Time off: 30 days accrued throughout the year, inclusive of public holidays; to be taken prior to placement completion date.

FSO Program Objectives
The objectives of the Field Support Officer (FSO) Volunteer Program are for FSOs to:

- Gain valuable experience living and working in a developing country as part of a professional team
- Assist with the implementation of Good Return and partner objectives and specific programs
- Strengthen relationships with partners by enhancing communication and coordination
- Support Good Return’s communications and marketing

The FSO Program has enabled previous volunteers to build their careers in the international development sector, with a number now in paid roles both in Australia and overseas.

Assignment Objectives
The assignment objectives of the Field Support Officer are to provide support to FSPs on a number of activities implementing the social goals of micro and SME finance, to ensure FSPs meet their social mission. Good Return is partnering with financial institution partners:

1) to stimulate investment into small to medium enterprises that will increase the income of farmers in agricultural value chains, particularly women
2) to mainstream gender equity within FSPs through a gender organisational self assessment and gender review of products and services

RESPONSIBILITIES

1. Impact Investment
- Support to identify social enterprises for the impact investment program
- Support to complete due diligence activities on identified social enterprises
- Close support to gender lens investing activities including completing gender value chain analysis and gender organisational self-assessment
- Coordinate and support relationships with enterprises, banks and other stakeholders
- Support coordination with technical partners to support enterprises to grow and enhance their business model
- Collect social impact data and monitor progress; support reporting activities as required
- Collect photos, video and case studies of social enterprise/s to support the development of an investment prospectus that highlights the enterprise profile
- Research impact investment issues and produce reports

2. Partnership & program development support
- Support effective communications between Good Return teams and partners.
- Provide support for the Impact Investment team to organize reflection and learning events related to project implementation.
- Produce content for print and digital including, interviews & case studies for impact evaluation, marketing & promotional materials, feature stories for e-newsletters, short blogs, photographs and video for Good Return website


• Research, identify and follow up on funding opportunities and support proposal writing
• Other activities may arise with the financial support partners (FSPs) during the course of the FSO year and responsibilities will be agreed in accordance with the needs of the partnership.

CITIZENSHIP
You must be an Australian citizen or have permanent residency to apply for this position. Applicants not meeting this requirement will not be considered.

ESSENTIAL SKILLS AND EXPERIENCE
• A degree in Economics, Finance/Business, International Development, or similar is required
• At least 1 year of work experience (paid or unpaid) relevant to Good Return’s program areas, such as international development, finance/banking, or social inclusion
• Independent living or travel experience, preferably in Asia
• Willingness and ability to travel to the field
• Self-motivation and desire to learn
• Interest and passion for social economic inclusion, particularly gender and disability inclusion
• Strong written & verbal communication skills, including report writing and ability to adapt communication style for various stakeholders
• Experience working in a cross-cultural context, especially in teams
• Experience in conducting monitoring and evaluation activities
• IT skills, particularly Microsoft Word and Excel

DESIRABLE SKILLS AND EXPERIENCE
• Financial modelling skills
• A postgraduate degree in a relevant field (International Development, Finance, Business, etc.)
• Experience in coaching, training or mentoring
• Experience conducting interviews including researching a subject and story
• Experience in social inclusion (particularly gender and disability inclusion)
• Desire and interest to learn local language

ESSENTIAL PERSONAL QUALITIES
• Independence and resilience
• Cross-cultural awareness and sensitivity
• Patience, tolerance and open-mindedness
• Responsible (for own actions, upholding integrity)
• Initiative and ability to adapt to isolated settings with limited resources
• A sense of humour!

ALLOWANCES AND SUPPORT
Pre-departure:
• Induction training at Sydney office (4 days)
• Health check and vaccination expenses
• Visa expenses
• International airfares at the commencement and conclusion of the assignment

Settling in:
• Initial accommodation arranged; it is the responsibility of the FSO to secure long-term accommodation
• First 2 monthly allowance payments paid in advance to assist with set-up costs in-country
• Orientation support (negotiating lease agreements, shopping options, etc.)

During assignment:
● Support, monitoring and security guidance from Supervisor and Good Return regional & Sydney offices
● Monthly allowance (to cover living and accommodation expenses)
● Language allowance
● Travel insurance
● Professional development opportunities
● Debrief following conclusion of placement

ABOUT GOOD RETURN
Good Return’s mission is to enable those living in poverty to achieve economic empowerment. We do this by working in partnerships that innovate and strengthen financial services and provide economic opportunities for those living in poverty across the Asia Pacific Region.

Our work focuses on promoting responsible inclusive finance, building financial capability & consumer empowerment, and developing smallholder agribusiness solutions. We also deliver interest free loan capital raised from the Australian public. Together these powerful tools empower people to create lasting change for themselves.

Good Return is an initiative of World Education Australia, an international development agency accredited by Australian Aid and a member of the Australian Council for International Development (ACFID). Good Return has no religious affiliations. Visit www.goodreturn.org.au for more information.

ABOUT OUR PARTNERS
We have been working in partnership with various Financial Service Providers across the Asia Pacific Region since 2010. Our current partners are located in Cambodia, Nepal, Myanmar, Philippines, Indonesia, Solomon Islands, Fiji, Tonga & Samoa.

Our partnerships are based on a shared mission to provide impact investment and responsible microfinance services to people living in poverty as well as build the financial capability of their clients. Our partners are committed to improving their social performance management systems, which includes implementing the seven client protection principles. For more information Social Performance Management & Client Protection:

● http://www.microfinancegateway.org/p/site/m/template.rc/1.11.48260/1.26.9231/

Please visit our website (www.goodreturn.org.au) for further information on our partners.