POSITION DESCRIPTION
Impact Investment Field Support Officer

Period: 12 Months
Start date: July 2020
Reports to: Asia Regional Manager
Works closely with: Asia Team; Impact Investment Team
Location: Cambodia
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 Impact Investment FSO is responsible for supporting Good Return’s impact investment activities, particularly to build an impact investing ecosystem in Asia-Pacific and support gender lens investing with partner organisations in Cambodia under our Impact Connect project. Impact Connect is the name of Good Return’s impact investment project in Cambodia and Indonesia for the Frontier Brokers program, funded by DFAT.

Four Frontier Broker consortia are implementing projects in the ecosystem to stimulate and catalyse more appropriate types of capital reaching social impact enterprises through gender lens investing. Good Return is the Network Convenor bringing the 7 impact investment firms together for collaboration, shared learning internally and externally and ecosystem building.

RESPONSIBILITIES

1. Impact Investment Ecosystem Building
- Support the convening of the Frontier Brokers Network, including planning for and organising bi-monthly update meetings between the 7 impact investment firms, stimulating discussion on our shared communication platform (Slack) and fostering collaboration between network members
- Support the annual in-person convening of the Frontier Brokers Network (usually a 1 day workshop held in an Asian country), including logistics, workshop design and co-facilitation with other GR team members
- Support external learning events/workshops held with the wider impact investing ecosystem, such as at international conferences
- Research & develop strategies for further strengthening of the Network, including new collaboration activities
- Write and post blogs and social media content promoting the Frontier Brokers events, projects and learnings

2. Impact Investment Activities with Partners in Cambodia
• 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, identify and follow up on funding opportunities – contacts, web search, etc. according to Good Return strategy and mission/vision
• Coordinate funding proposal writing – submit proposals to funders and support partnership development
• Occasional production of short blogs, photographs and/or video for the Good Return website or social media
• Other responsibilities as needed during the year

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
• Must be experienced and comfortable working in Word, Powerpoint, and Excel
• Hold a degree in Business/Finance, International Development, Education/Training, Communications or similar
• At least 1 year of work experience (paid or unpaid) relevant to Good Return’s program areas, such as international development, finance/banking, business, communications, partnership or network development
• Strong written & verbal communication skills, including report writing and ability to adapt communication style for various stakeholders (proposal writing experience highly desired)
• Experience in conducting monitoring & evaluation activities
• Independent living or travel experience, preferably in a developing country
• Self-motivation and desire to learn
• Proactive and able to work under limited supervision
• Comfort in using digital communication channels (such as online collaboration tools, instant messaging and social media)
• Interest in social inclusion (especially gender inclusion)
• Enthusiasm for facilitating interactive workshops internally and with external audiences (e.g. at conferences)

DESIRABLE SKILLS AND EXPERIENCE
• Knowledge in financial modelling and analysis
• Ability to present information in an insightful and structured manner, both written and oral.
• Entrepreneurial mindset; self-starter comfortable working in a dynamic environment.
• Professional communication skills in English; additional languages highly desirable.
● A desire to work in a collaborative, high-performing team environment, building relationships with other team members and managing a range of responsibilities.
● A team player, with a passion for entrepreneurship and market-based solutions to poverty, and an understanding of the challenges of investing in the markets we serve.
● Positive and self-motivated attitude.
● Hold a post-graduate degree in Business/Finance, International Development or similar.
● Experience living and working in a developing country.
● Knowledge of international funders/donors.
● Experience in conducting gender analysis

**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 the 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 the 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, Laos, Philippines, Solomon Islands, Fiji, Tonga & Samoa.

Our partnerships are based on a shared mission to provide 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.