

The Swiss Capacity Building Facility is a Public Private Development Partnership to promote financial inclusion in developing and emerging economies. A member-based association founded in 2011, the Facility has funded over 100 projects in 33 countries reaching more than 1.3 million low-income clients with a variety of financial services, including credit, savings, and insurance.

To reinforce its Zurich-based Secretariat the SCBF is recruiting a

Chief Executive Officer (100%)

The CEO will assume the overall responsibility of the Secretariat team and will move SCBF's operations to the next level of financial inclusion results and corresponding global reputation. The CEO will coordinate the SCBF's operations in view of a successful implementation of the next 4-year funding cycle. Success in terms of financial inclusion impact will be decisive for continued funding and thus SCBF's sustainability as a unique Swiss rooted global financial innovation and technical assistance facility. Main Tasks of the CEO include:

- Develop and update annually the strategy and priorities of the SCBF, report on past periods, prepare a subsequent annual operational plan with corresponding budget for approval by the Board and endorsement by the General Assembly.
- Deepen, oversee and steer the knowledge management and learning function of the Secretariat for its members, Partner Institutions and other stakeholders.
- Represent the SCBF to the public and its stakeholders and be responsible for the relationships with members at the strategic level, including the bringing on board new members.
- Feed, oversee and coordinate the proposal pipeline managed by the Operations Manager by pre-assessing the quality and potential outcome potential of proposals in line with the eligibility criteria and the project selection criteria of the SCBF.
- Organize and moderate project steering committees and assume selected Monitor functions for strategic important interventions to keep sufficient touch with the operations of the SCBF and its Partner Financial Institutions.
- Manage and supervise the operational staff of the Secretariat and provide coaching and staff development opportunities, as required.
- Prepare quarterly board meetings, join them without voting right, and prepare the minutes, and organise the annual General Assembly meeting.

Profile:

The successful candidate will bring an excellent understanding of the global financial inclusion context - with a strong network with industry leaders and funders -, the market development of inclusive insurance and banking sectors in developing and emerging economies, and the related roles of development funders and impact investors.

She or he should bring relevant working experience of at least fifteen years in responsible financial inclusion, notably having worked as a practitioner in the inclusive banking and insurance industry in developing and emerging economies.

The successful candidate will have excellent analytical skills and a proven track record of

- excellent managerial skills including human resource, financial and administrative management
- assessing inclusive banking and insurance sector contexts and related regulatory frameworks as well as inclusive insurance value chain actors
- promoting financial education for low-income and vulnerable people
- conducting due diligence and assessing social and financial performance of financial institutions
- measuring and reporting development outcome in financial inclusion, including the conduct of impact studies, case studies, and so forth.
- shaping financial inclusion initiatives and maintaining a consistent, high level of productivity.

We are looking for a professional with higher education in a preferred field of study: economics, development finance, business administration, or other comparable field. He or she should have a high commitment to the goal of the SCBF to deepen responsible financial inclusion through tailor-

made technical assistance and knowledge sharing. We are looking for a motivated, fast learner with very strong social and intercultural competence.

Languages: excellent written and spoken working language proficiency in English. Good working language proficiency in French is highly desirable and working proficiency in Spanish, Arabic, and/or German is a plus.

Please send your Application to info@scbf.ch until March 12 2019