



Position Description

The Children's Investment Fund Foundation (UK)

Fellowship

Organisation

Founded in 2003, The Children's Investment Fund Foundation (CIFF) aims to demonstrably improve the lives of children living in poverty in developing countries through large-scale and sustainable impact. It seeks to accomplish this mission through engaged investing which results in high-performing, sustainable programs operating at scale; and influencing change in policy, organisational performance and investment trends for the benefit of children.

CIFF's goals are to:

- Discover high impact investing opportunities to unleash positive outcomes for children.
- Design interventions with entrepreneurial and growth-oriented partners to tackle these issues directly.
- Deliver breakout performance through deep, active and rigorous engagement.
- Be a leader in international philanthropy by proactively and consistently delivering measurable and large scale results.
- Leverage complementary capabilities and resources toward a shared goal.

The Foundation bases its approach on the following child well-being impact areas:

- Child survival
- Child nutrition & hunger alleviation
- Adolescent reproductive health
- Educational attainment
- Early childhood development
- Economic readiness
- Care environment

With an asset base of approximately \$1.7 billion, CIFF employs more than 35 professionals in England, Africa and India. CIFF is funded through a hedge fund, coupling business acumen and principles with development experience and best practices to transform the landscape for children.

For more information please visit www.ciff.org

Fellowship Programme

The CIFF Fellowship programme is designed to help meet CIFF's ambitious objectives by supporting performance measurement and effectiveness and portfolio management functions. Positions will be based in CIFF's London or Nairobi office. Each fellow will report to a senior manager based in his or her location of service.

Fellows will serve for 9-12 months upon graduation from a Master's Degree programme, and may be considered for full-time positions as are available at the end of their Fellowship term. May and September start dates are available. Fellowships will be designed to provide a meaningful professional experience working within the Foundation's world-class team.

Responsibilities

Fellows will serve as analysts at their location of service, working as an integrated member of the CIFF team, performing research, analysis and program support functions, as well as managing special projects and initiatives. Responsibilities will vary by fellowship type, as follows:

Programme: Help CIFF managers provide oversight and management of portfolio elements to ensure their effectiveness. Formulate achievable execution plans, program change frameworks, and scalable, impactful programmes. Implement programme management strategies to maximise operational performance.

Performance Management and Effectiveness: Based on rigorous research and on-site due diligence, help Grants managers to assess CIFF grant applicants for their strategic value, strength of leadership and management, proven ability to learn and adapt and capacity to grow high quality, sustainable programs to significant scale. Conduct due diligence research and help identify investment risks and opportunities.

All fellows must be motivated, self-directed and capable of taking on assignments with a high degree of independence. Duties will include a range of activities, such as:

- Developing strategy, program management, policy or research projects
- Research, analysis, and evaluation tasks, such as literature reviews
- Attending or representing CIFF at meetings with grantee and partner staff
- Outreach to donors, investors, or experts for information
- Reporting on progress in the relevant management area
- Fact-checking and site visits for evaluation purposes
- Internal coordination and integration tasks
- Other duties as may be assigned (e.g. special projects, correspondence, identification of local firms, grantees, and resources)

Organisational Success Factors

CIFF values the following qualities in all of its employees – and believes they strongly indicate the likelihood that a candidate will enjoy and succeed within the CIFF organisational culture. All candidates will be evaluated against these criteria, as well as other job-specific requirements.

- Committed to CIFF mission
- Upholds highest ethical and professional standards
- Strong relationship-builder (internal and external) and team player
- Outcome and detail-oriented, rigorous analyst
- Motivated and energetic self-starter and flexible multitasker
- Inquisitive and enterprising in finding new strategies and solutions
- Effective in applying business principles to maximise results
- Able to adapt to the needs and mindset of a start-up entrepreneurial organisation

Other Requirements

- Master's Degree in business, economics, public policy or other relevant field
- Work experience in relevant role
- Experience in private sector, development field, or government (experience in more than one sector preferred)
- Evidence of innovation or enterprising nature
- Excellent English oral communications and writing skills
- Outstanding analytical and evaluation skills
- IT proficient (most specifically in Microsoft Word, Excel, PowerPoint)

Travel

The principal place of work for this full time position will be Nairobi or London. Some in-country travel may be required.

Compensation

CIFF offers fellows a stipend to cover housing and other living expenses, health and other limited benefits and round-trip cost of economy travel to their assignment location. Any job-related travel and expenses will be fully covered by the Foundation.

Application Details

To apply, please use the following link:

http://ciff.real-job.co.uk/vacancies/616/CIFF/fellowship_programme/nairobi_london/