

## Entrepreneurs du Monde

are seeking

### **Social Microfinance General Manager (*Liberian Nationals preferred*)**

**Duty station: Gbarnga, Liberia**

#### **PRESENTATION**

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Entrepreneurs du Monde (EdM) supports the economic integration of families in very precarious situations and facilitates their access to essential goods and services. Thus, these families gain autonomy and improve their living conditions. To achieve its mission, EdM promotes the emergence of sustainable local organizations through 4 areas of activity: social microfinance, access to energy, agro-entrepreneurship, and professional integration and support for entrepreneurs. For more information: [www.entrepreneursdumonde.org](http://www.entrepreneursdumonde.org)

To improve food security and climate resilience in landlocked areas of Liberia, Entrepreneurs du Monde is opening a social microfinance institution using the developed and deployed methodology in 8 countries, covering 152,592 people, 87% of them women.

#### **ABOUT THE POSITION**

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The role of General Manager entails responsibility for follow-up and development of social microfinance activities in the country. S/he is generally responsible for the balance of social and financial performance of the institution.

#### **Tasks and responsibilities**

Under the responsibility of the EdM Head of Social Microfinance Unit and specifically the Rural development manager based at headquarters, and EdM Liberia Board of Directors, s/he:

- Ensures the good governance of the company and compliance to the local regulations, s/he help EdM team to fill the legal procedure for obtaining the credit licence
- Contributes to the definition of social objectives; is responsible for managing the social performance of the program
- Actively participates in the definition and implementation of the programme's social and financial strategy, budget and operational planning
- Recruits and trains local teams, while continuously reinforcing their capacity
- Implements monitoring and follow-up on the field of all staff to ensure that the team complies with procedures with a high level of respect and integrity towards partners and MFI staff in the performance of their duties
- Ensures the implementation and updates of the operational and administrative framework (policies, procedures, MIS, etc.)
- Represents EdM to local authorities and local donors and partners with the help of the EdM Rural development manager
- Oversees the financial management of the company (budget monitoring, treasury and cash flow management, etc.)
- Shares regular and transparent information with the EdM Liberia Board members, the steering committee and the various EdM staff involved in the programme
- Supports the transition of the programme towards an autonomous and sustainable entity

#### **PROFILE:**

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**Priority will be given to Nationals.**

**Education:** Master in business management, finance, social entrepreneurship, community development, or related discipline.

# ENTREPRENEURS du Monde

**Language:** Fluent/Proficient in English, Kolokwa and Kpele (other local languages are a plus).

**Professional experience:** At least 5 years in global project management (organisation, planning, implementation of the project cycle, implementation and monitoring of financial and budgetary procedures, recruitment and management of teams, reporting, etc.).

Prerequisites:

- Previous experience in microfinance or in finance sector or economic empowerment
- Strong social values
- High level of integrity
- Strong field experience with vulnerable communities
- Strong management and organizational capacities in perfect autonomy
- Experience in supporting and transferring skills to staff or partners with low-level of education
- Good writing skills
- Perfect command of the computer tool (Word and Excel in particular)

Desirable qualities:

- Experience in auditing
- Experience in fundraising and writing proposals for donor funding and reporting
- Experience working with multicultural and multidisciplinary teams

**CONDITIONS:**

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- Status: indefinite contract (local employment contract).
- Post based in **Gbarnga** with regular trips to the provinces and potentially in the sub-region.
- Start date: ASAP.
- Salary: based on experience.
- Interviews and tests will be organised in Monrovia and online. Travel expenses related to recruitment are not covered by Entrepreneurs du Monde.

Documents to be transmitted:

- CV (maximum 4 pages)
- Cover letter to be written in English language
- A document in English presenting your most beautiful achievement related to the position to be filled (in 1 page)

Send your documents under the subject "Liberia General Manager", to the e-mail address:

[alice.carton@entrepreneursdumonde.org](mailto:alice.carton@entrepreneursdumonde.org)

**Incomplete applications will not be considered.**

**CVs longer than 4 pages will not be considered.**

Application submission deadline: Monday 8<sup>th</sup> of April 2024