

## CAMEROON NEWBORN DEVELOPMENT IMPACT BOND: FINANCE & OPERATIONS MANAGER

### Summary

We are seeking a Finance & Operations Manager for the Cameroon Newborn Development Impact Bond (“DIB”). This is an exciting opportunity to support the management of this pioneering health and nutrition DIB, starting in late 2018 and targeted to last 2.5 years. The Finance & Operations Manager will work closely with and support the Country Program Director, who will be the lead manager of the DIB. The position will be based in Douala, Cameroon, with travel within Cameroon and internationally as required.

### About the project

The Cameroon Newborn DIB aims to improve health outcomes for low-birth-weight and preterm infants by expanding access to Kangaroo Mother Care (“KMC”) – a neonatal intervention particularly suited for low-resource settings – in up to 11 hospitals in Cameroon through an innovative train-the-trainer model. The lead implementation partner is the newly-established Kangaroo Foundation (“KF”) Cameroon, who will be providing KMC trainings and general intervention support to hospitals, with KF Colombia providing technical expertise drawing upon over twenty years of experience disseminating and researching KMC. The intervention will be rolled out in the following regions of Cameroon: North, Adamaoua, Littoral, Centre, and South West.

The 2.5-year program will be delivered through a Development Impact Bond – an outcomes-based funding instrument, in which a philanthropic investor pays in advance for the intervention, and outcomes funders commit to making payments to the investor only if the intervention is successful. Outcomes funders committed on the Cameroon Newborn DIB include: the Cameroonian Ministry of Public Health (drawing upon the World Bank-managed Global Financing Facility Trust Fund) and Nutrition International, a leading Canadian not-for-profit organisation. Grand Challenges Canada, another leading Canadian partner, will play the investor role.

Social Finance (based in London) and the MaRS Centre for Impact Investing (based in Toronto) are co-leading the design of the DIB and coordinating this recruitment process.

### About the role

The Finance & Operations Manager will support the Country Program Director by overseeing budgets, expenditures and procurement, as well as core central office functions such as human resources, tax and audit.

The Finance & Operations Manager will be a critical part of the Cameroon Newborn DIB team, working alongside team members such as the Data Manager, and will report directly to the Country Program Director.

This is an opportunity for an outstanding individual to participate in an innovative project driving systemic change in the Cameroonian health sector.

### Responsibilities:

The Finance & Operations Manager will be responsible for the following activities:

#### **Financial Management**

- Maintaining financial and accounting system and procedures, including preparing, monitoring and updating budgets on a regular basis
- Tracking key statistics and issues on a regular basis, against targets and the agreed budget
- Ensuring strong cash controls over all expenditures and within approved budgets
- Processing and coordinating monthly and timely payroll functions and ensure adherence to Cameroonian legal, tax and human resources policies
- Preparing timely invoices to outcomes funders for payments to be made to the investor based on the performance achieved at the hospitals
- Maintaining regular communications with the Country Program Director and the Performance Management Advisor, providing relevant and timely financial information for planning and decision-making purposes
- Ensuring relevant financial information, including cash flow projections and other financial reports, are prepared and shared with key stakeholders (including the Project Board and the Steering Committee)

### **Operational Management**

- Working in collaboration with the Country Program Director to contract the necessary staff in each hospital
- Supporting the Country Program Director in procuring all new equipment and infrastructure upgrades required for hospitals to deliver quality KMC
- Travelling to hospitals as necessary to ensure operational priorities are implemented effectively – including the procurement of equipment and infrastructure, and providing training and capacity building support.
- Tracking all project assets and materials to ensure they are properly used
- Support the Country Program Director in managing the project register, flagging escalating risks to the Project Board
- Working in collaboration with the Country Program Director, Data Manager, and the Performance Management team in the initial setup of office systems and procedures at the beginning of the DIB, and in the winding down process at the conclusion of the DIB

### **Stakeholder Management**

- Supporting the Country Program Director to develop and maintain strong working relationships with key players in the project, i.e. outcomes funders, the government of Cameroon (national and regional entities), investor, implementation partner (KF Cameroon), technical advisor (KF Colombia) and individual hospitals. *The Cameroonian government is both an outcomes funder and a key operational partner given the intervention will be rolled-out in majority government-funded hospitals.*
- Responsibility for the administration of contracts (e.g. loan agreement with Grand Challenges Canada and service agreement with local and international service providers as required), including working with legal counsel as required
- Providing training and capacity building support to KF Cameroon around finance and operational management during intervention scale-up, and working in close partnership with them to address financial/operational issues as these arise



## About you

### Key competencies and professional expertise required

- Senior financial and operational management skills, with demonstrated experience in corporate finance, accounting and financial reporting, procurement and supply chain management, human resources, and related office functions
- Business and financial acumen – including a proven ability to develop, interpret and clearly communicate financial & operational analysis and provide recommendations to stakeholders
- Strong critical, creative and analytical thinking and ability to apply it to day-to-day management as well as larger strategic decisions
- Experience engaging with and managing stakeholders at a senior level
- Ability to use data and evidence to drive decisions
- Ability to take the initiative and work with a low level of supervision within a team
- Strong track record of ethical decision-making, integrity and professionalism
- Interest in being based in Douala, Cameroon for a multi-year period, with travel within Cameroon and internationally as required

### Minimum education and experience required

- A relevant Bachelor's degree (with an MBA or Chartered Accountant qualification preferred)
- A minimum of 8 years of relevant work experience in finance, accounting or a related field. Experience in large international development projects and/or performance-based contracts a strong plus. Experience working in the public health sector also a major advantage
- Experience operating in low-income country settings (experience in Sub-Saharan Africa, and Cameroon in particular, strongly preferred)
- Fluency in written and spoken English and French with excellent written and verbal communication skills

## Additional information

The contract is expected to start in late 2018 for a minimum of two years with potential to extend. The individual will be based in Douala, Cameroon. Salary is competitive and will depend on the experience of the candidate.

## How to apply

**Interested candidates should email a copy of their CV and covering letter to [CameroonDIB@socialfinance.org.uk](mailto:CameroonDIB@socialfinance.org.uk). CVs should be no more than 4 pages.**

**Applications will be reviewed on a rolling basis and therefore candidates are encouraged to apply as soon as possible. The final deadline for applications is 26<sup>th</sup> October 2018.**

Please use "Cameroon Newborn DIB Finance & Operations Manager" as the subject line.



## Appendix: Additional information on the Cameroon Newborn DIB

The Cameroon Newborn DIB aims to improve health outcomes for low birth weight (“LBW”) and preterm infants by expanding access to Kangaroo Mother Care (“KMC”) – a proven neonatal intervention – in up to 11 hospitals across 5 regions in Cameroon.

The program will be funded and delivered through an outcomes-based DIB mechanism, in which investors will provide the upfront financing for the program – covering the cost of infrastructure improvements, equipment, training and general running costs. Kangaroo Foundation (“KF”) Cameroon, in partnership with the target hospitals, will deliver quality KMC to LBW and preterm infants.

The Implementation Management Team, being led by the Country Program Director, will provide ongoing oversight and support to ensure the program is delivered in an effective and efficient manner. If the pre-agreed results are achieved, the outcomes funders will repay the investor a level of return proportional to the level of success. This means that the implementation risk is transferred to the investor, rather than the service provider, and the outcomes funders only pay the investor if the intervention is successful.

Unlike traditional funding models and other performance-based financing programs, in a DIB, the investor’s desire to maximize its return ensures a continuous focus on flexible and adaptive program implementation, rather than delivery of pre-defined inputs and activities. The focus on rigorously measured outcomes also increases sustainability by ensuring that public and donor funds from the outcomes funders are only used for tangible, verifiable outcomes.

*The exact structure of the DIB is currently being refined, pending legal advice.*

