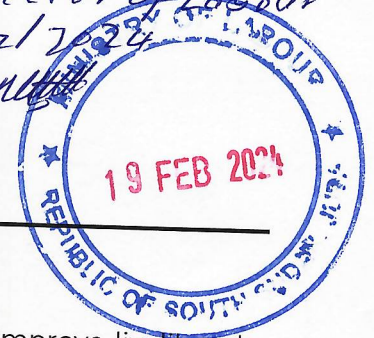




JOB DESCRIPTION - BUSINESS DEVELOPMENT ADVISOR - MANGALLA

POSITION: Business Development Advisor - Mangalla
DEPARTMENT: Business Growth Services (BGS)
LOCATION: Mangalla
REPORTS TO: Senior Business Development Advisor.
DATE OF ADVERT: 19/02/2024
DEADLINE: 07/03/2024

50-H-3
Approved by
Inspector of Labour
19/02/2024
N/A



ABOUT INKOMOKO

Inkomoko supports entrepreneurs to grow their businesses in order to improve livelihoods, create jobs, and help communities thrive.

Founded in 2012, Inkomoko has worked with more than 60,000 entrepreneurs across East Africa, including thousands of refugee entrepreneurs. Inkomoko provides a combination of training, consulting, access to finance, and market-level systems change. We are the largest lender to refugee entrepreneurs in Africa.

Inkomoko has 380+ staff in 30 offices across Rwanda, Kenya, Ethiopia, and South Sudan. Through Inkomoko's 2030 strategic plan, we are adding 4 additional countries to improve the lives of more than 7.6M people by serving more than 550,000 entrepreneurs and investing \$150M into refugee & host communities across Africa.

INKOMOKO VALUES

All staff at Inkomoko are connected to a shared set of organizational values:

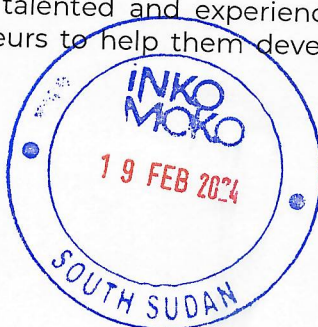
- **Purpose:** be solutions-oriented and produce high-quality work and be a global leader.
- **Achievement:** push yourself to reach beyond what you think is possible.
- **Improvement:** be humble and committed to continuous learning and growing through giving and receiving open and accurate feedback.
- **Bravery:** willing to take risks, create a safe space for others, be compassionate, inclusive.
- **Turikumwe/Tuko Pamoja/ Abren Nen, Kulu na sawa("We are together"):** appreciate your colleagues, celebrate success, and support each other in hard times.

Inkomoko reflects the communities we serve. Displaced persons and women are strongly encouraged to apply.

THE JOB OPPORTUNITY & RESPONSIBILITIES

Inkomoko South Sudan seeks a highly talented and experienced Business Development Advisor to work directly with entrepreneurs to help them develop the skills to scale their businesses.

Current responsibilities include:





TRAINING (30% time)

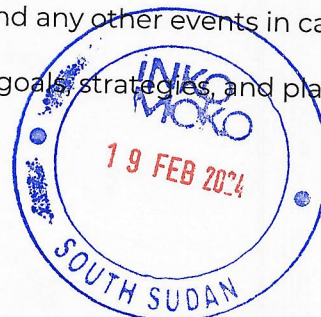
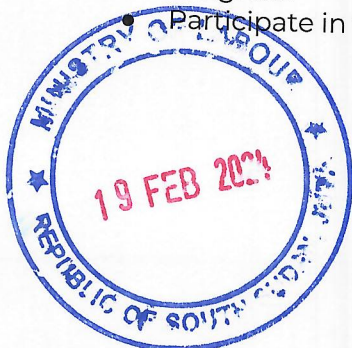
- Manage training for all IDPs, refugees and host entrepreneurs in the Business Growth Department
- Implement training as part of the ongoing classes scheduled for Inkomoko entrepreneurs.
- Identify and enroll entrepreneurs to join INKOMOKO program.
- Deploy a wide variety of training methods both in person and digital - iterating as needed.
- Develop new and review existing content to match entrepreneurs' needs and refugee business dynamics.
- Draft training reports and update the online reports.
- Mobilize and follow up on entrepreneurs to ensure high attendance.
- Coordinate with Training Support Associate for smooth logistics.
- Participate in capacity-building workshops on a range of topics related to business growth, including P&C, accounting, finance, marketing, human-centered design, and innovation.
- Participate in the development and testing of new advisory tools with Inkomoko technical team and entrepreneurs.

STRATEGIC ADVISING & ENTREPRENEUR RELATIONSHIP MANAGEMENT (40% time)

- Conduct business assessments to identify entrepreneurs' needs and market opportunities.
- Develop and implement accurate financial reporting and booking systems for entrepreneurs.
- Assist entrepreneurs with the implementation of business plan recommendations.
- Advise entrepreneurs on financing and investment opportunities/challenges.
- Help entrepreneurs prepare for financing or investment opportunities (Investment and equity financing).
- Provide expert advice; help entrepreneurs to navigate challenges and make sound business decisions.
- Conduct assessments of entrepreneur businesses to understand business needs, challenges, and opportunities.
- Conduct research on the industry, competitors, and customers.
- Manage entrepreneur relationships and provide a single point of contact for assigned entrepreneurs.
- Manage the schedule and delivery of services throughout entrepreneur engagements.
- Regularly track and report on the progress of entrepreneur work and deliverables.
- Maintain and organize entrepreneur files.

GENERAL ADMINISTRATION (20% time)

- General maintenance of entrepreneur files, reports, and coordination with colleagues.
- Contribute to staff meetings, annual retreats, and monthly entrepreneur Services meetings.
- Participation in ongoing entrepreneur tracking and implementing Inkomoko's impact evaluation programs every quarter/year.
- Represent Inkomoko in partners' meetings and any other events in camps as assigned.
- Participate in the development of Inkomoko goals, strategies, and planning.





- Represent Inkomoko in the local business community and at conferences or other events.
- Keep up to date on the latest business and industry trends in South Sudan and across Africa

WHO WE ARE LOOKING FOR:

We are looking for individuals who are passionate about entrepreneurship and have the skills, experience, and passion to help entrepreneurs make lasting changes to their businesses. We are seeking candidates who work quickly and thoroughly, collaborate, and are both kind and serious. The ideal candidate will have the following qualifications:

- Excellent Juba Arabic, and English.
- Experience working in refugee and IDP settings and ability to translate advisory materials to a language mostly spoken by the entrepreneurs is an added advantage.
- Deep understanding of go-to-market strategies and growth strategies for businesses in consumer goods.
- Excellent computer skills – including PowerPoint, Word, Excel, and other online financial and cloud computing.
- 3+ years' experience, in working with MSMEs is required.
- Bachelor's degree required in a Business-related field.
- Good at translation from English to local languages like Juba Arabic and any dominant language spoken by the entrepreneurs.
- Residing or ready to reside in **Mangala**.

WHAT YOU'LL GET

This role is a tremendous opportunity to work in a high-growth, mission-driven organization.

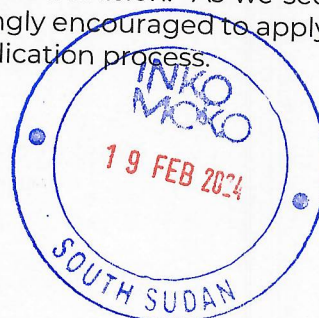
- Our compensation includes a great working environment and competitive compensation:
- Competitive salary, and potential performance-based bonus
- Benefits include health insurance, annual leave, a staff savings program, parental leave for men and women, a sabbatical program, and more.
- Incredible company culture, including deep investment in your learning and growth, and opportunities for career growth.
- Opportunity to work with a talented team of professionals across the region.
- Ability to make a significant social impact and contribute to economic growth.

TO APPLY

If you're excited about this role, please submit your cover letter and CV through the application portal or to Inkomoko Officer in Afex River Camps, near Konyo konyo Market, Ngong Road, Juba, South Sudan before 7th March 2024. Please clearly indicate the position you're applying for at the right corner of the envelope. This position is for South Sudanese Nationals only. You can as well submit your cover letter and CV through the application portal <https://inkomoko-job-portal.web.app/home>

Tell us about what you'll bring to this growing Organization.

Inkomoko is committed to justice, diversity, equity, and inclusion. As we seek to reflect the communities we serve, refugees and women are strongly encouraged to apply. As a company we have policies that ensure fair treatment in the application process.





NB: Only shortlisted candidates will be contacted. Employment is conditional upon successful background checks and other verification as needed.

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All offers of employment will be subject to satisfactory references and background screening checks. Inkomoko also participates in the [Inter Agency Misconduct Disclosure Scheme](#), In line with this Scheme, we will request information from job applicants' previous employers about any findings of sexual misconduct, fraud, or abuse. By submitting an application, the job applicant confirms his/her understanding of these recruitment procedures.

