

1. JOB DESCRIPTION	
Job Title	Gender Centre of Excellence Manager
Reports to	Lead, Gender Center of Excellence
Department	Gender Center of Excellence
2. BACKGROUND	
Job Objectives	This role exists to support the GCE Lead in delivering approved strategies to drive increased access to and use of affordable, relevant formal financial services by women, through effective implementation of the Framework for Women's Financial Inclusion in Nigeria and increased deployment of solutions that are relevant to women. The role also guides the mainstreaming of gender at all levels of project implementation within EFlInA, to strengthen EFlInA's capacity to facilitate women's financial inclusion and women's economic empowerment in Nigeria
<div><div><div>About EFlInA</div><p>Enhancing Financial Inclusion and Advancement (EFlInA), established in late 2007, is a member of the financial sector deepening (FSD) network committed to building inclusive financial systems across Nigeria.</p><p>Since its establishment, EFlInA has served as a market facilitator leveraging research, advocacy, partnerships, and systems strengthening to drive sustainable systemic change by removing barriers to access, reducing risks, and creating opportunities for underserved groups, irrespective of gender, socio-economic status, and geography, to be empowered and to fully participate in the financial system. Our commitment is to ensure financial inclusion becomes the foundation for sustainable growth, resilience, and prosperity in Africa.</p></div><div><div>About the Gender Centre of Excellence</div><p>The Gender Centre of Excellence (GCE) is a strategic resource centre that supports the Nigerian financial inclusion ecosystem to design, implement, and sustain gender-responsive policies, products, and services that serve the needs of the unbanked or underbanked populations, particularly low-income women. For more information on the Gender Centre of Excellence, visit <a href="https://gendercentreofexcellence.org/">https://gendercentreofexcellence.org/</a>.</p></div></div>	
3. JOB RESPONSIBILITIES	
<div><div>Strategy Implementation &amp; Business Development</div><ul style="list-style-type: none"><li>Support the GCE lead in developing and implementing EFlInA's approach to increasing women's access to and use of affordable, relevant formal financial services through effective implementation of the Framework for Women's Financial Inclusion in Nigeria and increased deployment of relevant solutions.</li><li>Participate in implementing the GCE strategy and a business development plan for EFlInA, contributing insights and expertise in women's financial inclusion and economic empowerment, towards achieving specific qualitative and quantitative targets stipulated.</li><li>Stay abreast of emerging global evidence related to women's financial inclusion and relevant to the GCE's work.</li><li>Support the dissemination of learnings from gender-related work conducted in Nigeria to a range of partners, including government and private sector stakeholders in Nigeria, the FSD Network, EFlInA's donors, and other partners.</li><li>Work closely with the Research Department to manage gender-focused market research, project feasibility studies, and analysis to identify potential leverage points, risks, and opportunities for gender transformative change and key market players who could act as agents of change.</li><li>Support the Advocacy and Communication Department in driving advocacy initiatives that promote gender equality and equity at the subnational and national levels.</li><li>Support proposal development and other fund-raising and fee-for-service initiatives that would contribute to EFlInA's long-term sustainability.</li></ul></div> <div><div>Stakeholder Engagement and Relationship Management</div><ul style="list-style-type: none"><li>Identify and engage key stakeholders (Regulators, FSPs, Government MDAs, Development organisations, etc.) that have a role in driving the implementation of the Women's Financial Inclusion Framework while maintaining and establishing relationships with the gender-focused organizations.</li><li>Develop and execute an effective strategy for key stakeholders that increases awareness of the issues limiting women's financial inclusion in Nigeria, highlighting EFlInA's recommendations for addressing these concerns.</li><li>Organise stakeholder events and convenings that drive uptake and usage of inclusive digital products and channels by women.</li><li>Contribute to communication about EFlInA's activities (e.g., by developing content for written materials and the website; participating in campaigns, etc.).</li><li>Represent EFlInA in public forums and networking opportunities, always behaving in a manner consistent with our brand and values.</li></ul></div> <div><div>Programme Design and Implementation</div><ul style="list-style-type: none"><li>Conduct gender analysis and assessments to inform EFlInA's program design and implementation leading to a rollout of gender intentional interventions that cause significant progress in women's economic empowerment and financial inclusion.</li><li>Design and oversee gender-responsive programmes and projects as well as implement monitoring and evaluation frameworks to assess gender impacts and outcomes.</li></ul></div>	

Report, Tracking and Other Responsibilities

- Support the monitoring of progress against work plans and budgets for work overseen by EFLnA's Gender Centre of Excellence Team.
- Support good management of the Gender Centre of Excellence, by ensuring value-for-money procurements and timely development of quality reports.
- Compile regular reports on gender-related activities, outcomes, and lessons learned.
- Document and disseminate best practices and success stories in gender mainstreaming.
- Develop reports for EFLnA's donors, Board of Directors and external stakeholders, as required.
- Perform any other duties as required by the GCE Leadership.

4. JOB REQUIREMENTS

Essential Skills & Experience

- Strong theoretical basis and expertise in gender concepts; significant experience (3+ years) applying this understanding to implement solutions that contribute to women's empowerment.
- Knowledge and experience in inclusive finance and economic empowerment for women.
- Practical field-based development/non-profit sector experience.
- Experience in establishing and maintaining collaborative and trusted relationships with stakeholders such as implementing partners, donors, private sector players and government counterparts.
- Demonstrated ability to convene stakeholders, including policymakers, to develop and implement recommendations.
- Demonstrated track record of project management skills and achievement of results.
- Demonstrated skills in managing budgets, managing risk, and ensuring value for money.
- Experience working in Africa (experience working in Nigeria desired).
- Fluency in written and spoken English.
- Excellent presentation & facilitation skills

Attributes, Qualifications & Education

- Bachelor's degree in a relevant subject (e.g., Gender, Finance, Business Administration, Development Studies) from a recognised learning institution.
- Master's degree (not compulsory, but would be an advantage), from a recognised learning institution in gender studies, sociology, social studies, business administration, International Development, or a related field.
- Relevant further degrees, certificates or professional qualifications are an advantage.
- Fluent in written and spoken English

Desired Skills & Experience

- Experience implementing a Market Systems Development approach.
- Strong understanding of the Nigerian context.
- Existing knowledge of and relationships with stakeholders in Nigeria's financial sector, including financial service providers and regulators

Competencies

- Communications: Advanced
- Critical thinking: Advanced
- Leadership: Skilled
- Stakeholder Management: Advanced
- Thought leadership: Skilled
- Advocacy: Intermediate
- Insight generation: Skilled
- Monitoring & evaluation: Skilled
- Project management: Advanced