

# HEAD OF INCLUSIVE ECONOMIC & SYSTEMS DEVELOPMENT

  
swisscontact

 Springfield  
Centre

SWISS  
FOUNDATION  
FOR TECHNICAL  
COOPERATION

*Creating opportunities through collaboration*

As a leading organization for the implementation of international development projects, Swisscontact works with partners and clients to promote inclusive economic, social, and ecological development, and to make an effective contribution towards sustainable and widespread prosperity in developing and emerging economies.

Swisscontact is an international development foundation headquartered in Zurich, Switzerland and represented in 38 countries with over 1,200 employees. In 2019, the foundation acquired Springfield Centre, which specializes in providing advisory, training, and research (ATR) services to diverse clients, from bilateral and multilateral donors to foundations, aid organizations, and private sector actors. After an in-depth strategy review conducted in early 2022, the full integration of Swisscontact and Springfield's ATR services has begun. From 2023 onwards, these global services will be provided seamlessly by a merged team.

To guide the planning of ATR activities, outcomes, programs, and projects, we are seeking an international cooperation professional to spearhead our **Inclusive Economic & Systems Development** team in leading and facilitating global services for Swisscontact's internal and external clientele. This is a senior leadership position, reporting directly to the Executive Board member in charge of the Products & Solutions domain.

**Employment start:** Latest Q1 2023 – preferably as soon as possible  
**Contract duration:** Permanent  
**Place of work:** Zurich, Switzerland / Global

## Working for Swisscontact

Guided by the strong belief that development should be transformative, all of Swisscontact's initiatives target the improvement of systems that help poor and disadvantaged people gain – and retain – access to the goods, services, jobs, and incomes needed to improve their lives and reduce their dependency on indefinite development assistance. This is the essence of sustainable development impact which underpins everything we do.

As a learning and sharing organization, we see our work as a joint effort in support of an agile organizational culture that is built on mutual respect, trust, and teamwork. Special emphasis is placed on using harvesting and learning measures to continuously improve our performance and collaboration, and to strengthen Swisscontact's role as a distinctive shaper and influencer of development policy and practice. In particular, Swisscontact is looking to reinforce our training and coaching services by building on the Making Markets Work for the Poor program, which is returning to Bangkok this year.

We offer attractive working conditions in an international and multicultural context that encourages open feedback and independent thinking, while providing strong internal support and research to drive quality and advance the relevance of our services.

## Responsibilities

The primary function of this position is to foster the growth of an adaptable and agile ATR services organization through the acquisition of influential work focused on quality results, and by developing and retaining a high functioning core team capable of responding to existing and future ATR mandates.

Key tasks include:

- Building on our established base of thematic and implementation development experts to create a team of 10-15 qualified ATR professionals, augmented by a small group of committed external specialists
- Ensuring a relevant balance of skills and experiences to effectively accommodate the Swisscontact ATR strategy and to meet the demands of our internal partners and clients as well as our external market base
- Providing basic internal services for the foundation in the areas of thematic groundwork, thought leadership, internal learning processes, acquisition support, and backstopping
- Enabling and ensuring consistent quality in our global service delivery that is evidenced by positive feedback from clients, partners, and other stakeholders
- Initiating and maintaining strong stakeholder relationships with the aim of converting them into opportunities to win work as well as shape and influence future prospects
- Managing an initial budget of CHF 1m, including reporting on expenditure/revenue and effectively managing variances to ensure there are no excessive or unapproved cost burdens on the wider organization
- Providing regular and effective reporting to the Products & Solutions Domain Head on the team's objectives, progress, performance, and adapted plans in relation to all ATR activities

## Qualifications

To demonstrate your skills as a leader in international development, we are looking for the following:

- A first (and preferably second) degree from a recognized institution in a relevant discipline, which illustrates independent thinking skills and research abilities
- 15 years of leadership and management experience in the international development sector, including at least 10 years' experience providing senior consultancy services to official development aid organizations, foundations, and the private sector – complementary experience of disseminating thematic know-how and driving program implementation would be strongly beneficial
- Familiarity with the purpose, goals, methodologies, and approaches relating to systemic change (MSD/ISD/ISA) and proven delivery of coaching, training, and research services in the international aid arena
- Deep understanding of models, practices, and channels for influencing and shaping development thinking and agendas, including learning and sharing initiatives and managing information harvesting processes
- Specific experience of networking and building relationships with Swiss clients, such as SDC and SECO, is a requirement for this position – direct knowledge of working with Nordic, US, Australasian, and UK donors is a distinct advantage
- Proven experience in budget development, resource and performance management, and financial reporting insofar as it relates to advisory, training, and research organizations
- Strong communication skills, including presenting to large audiences, conducting webinars and trainings, and preparing ATR-related materials for distribution through social media
- Excellent oral and written English is a must, and fluency in German is a distinct advantage – good competency levels in French and Spanish would also be valuable

We look forward to receiving your online application with the following documents: letter of motivation, curriculum vitae, and diplomas. Please apply exclusively via the [online application portal](#) by September 15, 2022. We particularly encourage women and candidates from developing and emerging economies to apply. For further information please visit [www.swisscontact.org](http://www.swisscontact.org).