



## Donor Funded Staffing Program

<b>TOR No:</b>	<b>2025-047</b>
<b>Title:</b>	<b>Associate Investment Officer</b>
<b>Grade:</b>	<b>GF</b>
<b>Division/VPU:</b>	IFC-Blended Finance New Business and Portfolio (IFC-CBFNP)/ Economics and Private Sector Development Vice Presidency (IFC-CEDVP)
<b>Duty Location:</b>	Washington, D.C
<b>Appointment Type and Duration:</b>	Two-year Term Appointment

### **BACKGROUND**

Blended Finance (BF) is a key tool in the execution of IFC's strategy. The Blended Finance – New Business and Portfolio (CBFNP) division sits in the Blended Finance and Partnerships Department and manages a pool of concessional donor funds of over \$7 billion dollars focused on accelerating IFC's engagement in the most developmentally impactful areas: IDA and FCS countries, gender, climate, SME and agriculture and food security.

The BF facilities managed by CBFNP are structured to co-finance, along with IFC funding, investment projects to address market barriers in private sector projects. These funds are deployed alongside IFC's own resources, thus enabling IFC to invest in projects that would not proceed without a co-investment on concessional terms or a performance-based incentive structure that encourages the achievement of additional development outcomes. CBFNP's role is to optimize the co-investment of funds from donors on concessional terms, considering the donor's strategic priorities and return expectations, in line with IFC's BF governance framework.

Within CBFNP, there are Investment Officers focusing on BF co-investments supporting IFC's Operations. These transactions may use different BF facilities, including the IDA Private Sector Window (PSW) or multilateral or bilateral BF facilities. The goal of this work is to enable industry and regional departments of IFC to have a much deeper impact and footprint in the most difficult countries and sectors, primarily but not exclusively in IDA and fragile countries. Investment officers in the Department also promote engagement in more upstream work to generate more deal-flow and impact in the hardest to reach sectors and countries. The CBFNP division is seeking to hire an Associate Investment Officer through the DFSP, to focus on the portfolio management and supervision of BF co-investments, and other initiatives as needed.

### **DUTIES AND RESPONSIBILITIES**

- Contribute to CBFNP team's efforts in centralizing and enhancing the portfolio supervision function within the department, proactively leading key initiatives in portfolio management including quarterly review of active BF-supported projects.

- Identify and monitor weaknesses, risks and early warning signals in the portfolio of contributor-funded projects to assess progress and performance, including CDF fund portfolio, risk-sharing facility projects and platforms, etc.
- Analyze and process client requests, including disbursements, waivers, and amendments related to the contributor-funded co-investment.
- Work with teams to identify early investment opportunities, assess, and process potential Blended Finance projects focused on the poorest and fragile countries, across regions and countries
- Support the management of select BF donor facilities, including through periodic reporting, outreach, donor communications, and monitoring of K-Grid pipeline and portfolio.
- Collaborate with IFC investment team to prepare and process blended finance co-investment documentation for Blended Finance Committee/Director, IFC investment proposal, Board documentation, and client legal agreements.
- Assist in preparing analytical reports, strategy documents, briefs, and project profiles.
- Contribute to team's knowledge management initiative and communication products to share information and lessons from Blended Finance projects with internal and external stakeholders.
- Engage with donors, support fundraising, and participate in Departmental initiatives to strengthen the practice and business case for blended finance.
- Support CBFNP engagement with Partnerships and Industry teams for IFC BF fundraising strategy, contribute to raising new BF funds, develop pitch materials, targeted messaging, and marketing documents.

**Note:**

The selected candidate will not be assigned to programs involving their own government such as donor coordination and trust fund management.

**SELECTION CRITERIA**

- MBA or master's degree, specialization in Finance or Economics strongly preferred.
- Knowledge of financial products, investment and portfolio management processes and operations and, preferably also, its approach to blending concessional finance alongside IFC's investments for its own account.
- 5+ years relevant experience in working on cross-border investments with a track-record of leading structuring/executing/supervision and portfolio management of complex investment transactions primarily in climate or infrastructure, including local currency/capital markets/structured finance transactions.
- Demonstrated experience in private sector development, programmatic approaches and innovations that provide novel solutions to development issues.
- Knowledge and understanding of investment documentation, accounting and financial statement analysis.
- Analytical and problem-solving skills; sound business judgment to identify issues and present creative and practical solutions; ability to perform medium-level complexity calculations and modeling.
- Ability to grasp details, problem solve, identify key issues for action and manage/incorporate stakeholder interests, and explain issues clearly and confidently.
- Clarity in the presentation and delivery of information, including gathering lessons of experience and impact stories to be shared with contributors and other internal and external stakeholders.
- Excellent written and verbal communication skills in English and other languages is a plus.