



# Public Finance Management Lead Analyst

12-month fixed-term contract; based in Nairobi, Kenya

# About Development Initiatives

Development Initiatives (DI) is a global organisation that applies the power of data and evidence to build sustainable solutions that create an equitable and resilient world.

We work closely with partners at global, regional, national and local levels to ensure data driven evidence and analysis are used effectively in policy and practice to end poverty, reduce inequality and increase resilience.

We deliver **trusted and actionable insights** for decision-makers and partners based on what available data can tell us. We **increase data use** by growing people's skills, expertise and confidence in data and showing how data can drive better outcomes. And we **improve what data is available** by helping others to collect, share, manage and use data responsibly and effectively.

Through this, we are supporting partners to:

1. Better respond to people's needs through improved quality and use of data and evidence in policymaking.
2. Improve the quantity, quality and coherence of public finance and private investment.
3. Challenge systemic and structural barriers to equity and support the reform of existing systems.

So our work informs effective policy and practice, helps change mindsets and influences debate to bring about the changes we want to see.

With staff in Kenya, Uganda, the UK and the US, and partners in many other regions and countries, we have networks to make an impact across the globe.

We undertake an exciting portfolio of grant-funded work and we offer consultancy services to those who share our aims and values.

# Public Finance Management Lead Analyst

## Role content and purpose

Development Initiatives (DI) believes that it is possible to bring about an end to extreme poverty by 2030. However, current national and global investments are not reducing poverty fast enough to meet the agreed Sustainable Development Goals. In addition to better mobilising such investments, we need to ensure they are targeted to the people and places most in need.

There are many different resources that have a role to play: national and international; public and private; and a range of investment flows supporting public goods in the developmental, environmental and security sectors. There is currently only a partial understanding of what resources – financial or otherwise – are available, where and how they are allocated, how they can work better together, what is most effective and who is benefiting. DI is committed to accessing, compiling, interpreting and visualising this data and evidence base at local, national and international levels. We do this to ensure investments work more effectively, both collectively and to their comparative strengths, to benefit poor and vulnerable people.

DI is also thinking beyond current financing. What do the future financing models that will respond to the needs of tomorrow's world look like? And how can they be developed to transition from other financial streams that may have reached their potential?

We are seeking a senior leader with strong experience and expertise in the field of national financing for development and in-depth knowledge of public finance management in developing country contexts. The successful applicant will have a passion for proposing how domestic budgets can better meet the needs of people living in the most extreme poverty, and how other sources of national and international investment – both public and private – can support national poverty reduction and resilience-building ambitions.

This post will provide intellectual leadership for our national finance and budgeting portfolio. The postholder will provide vision, thought leadership and coherence throughout the next phase of this well-regarded, innovative area of DI's work. They will work across projects and geographies to inspire new thinking, develop methodological approaches to research problems, mentor and develop staff to undertake cutting-edge research, and ensure the integrity of DI's analysis. They will be familiar with working across a range of data and information sources including, but not limited to, treasuries, national statistical offices, local governments (ministries, departments and agencies) and international data sources such as the World Bank, the IMF and the UN.

They will be a positive and 'can-do' person, ready to pursue new opportunities, forge innovative agendas and relationships, and drive them through to delivery. Drawing on in-depth subject knowledge and exceptional analytical writing skills, they will demonstrate rigour, robustness and first-rate qualitative and quantitative research abilities. They will be confident working with data and passionate about improving the availability and quality of data to improve decision-making.

The position will ideally be based in DI's East Africa Regional Hub in Nairobi, Kenya, but other locations will be considered for the right candidate. The postholder will have a strong international outlook with a passion for strengthening knowledge and practice between country, regional and global communities.

The postholder will work within the Research and Analysis team. [Read more](#) about the team.

## Contractual details

Start date:	As soon as possible, depending on notice period
Length:	Fixed term contract for 12 months
Location:	DI's Nairobi office
Salary:	KSh 5,500,000 - KSh 6,281,624 per annum, depending on experience
Hours:	35 hours a week, Monday–Friday
Probation:	3 months
Leave:	25 days pro rata, plus all bank/public holidays

## Duties and responsibilities

### Lead DI's national finance portfolio of work

- Develop a clear, ambitious and coherent vision and workplan for DI's developing and ongoing country public finance management and budgeting work, and lead its implementation.
- Apply in-depth knowledge of national public finance management (PFM), planning and budgeting systems and practices to identify opportunities for better response to poverty, inequality and resilience-building for those most in need. Knowledge of nutrition, human capital, crisis, risk reduction and climate sectors will be an advantage.
- Bring in new work to grow the portfolio, follow client and fundraising leads and seek opportunities to enhance DI's reputation as experts in PFM and budget analysis, both regionally and globally.
- Work closely with DI's Engagement and Communications colleagues to:
  - ensure all work is responsive to our target stakeholders' needs
  - co-develop a strategic external influencing plan that positions DI's work on development finance within international, regional and national discourse.

- Build internal analytical expertise and capacity in PFM and budget analysis through mentoring and training of team members.

### **Lead on the production of research and analysis outputs**

- Produce high-quality research for a range of audiences, from in-depth reports to compelling blogs and factsheets, as well as developing new, innovative ways to present DI's work.
- Provide project leadership, supervision and quality assurance, working with staff, [DI's fellows](#) and consultants to deliver projects.
- Develop rigorous and sound methodological approaches for the analysis of research topics.
- Contribute to wider thematic work and consultancy projects as required, and provide technical and analytical support in relation to bids for new work.
- Carry out other reasonable duties and responsibilities from time to time as may be assigned.

### **Represent DI externally**

- Regularly present analysis externally on panels, at senior meetings and to clients. Network with other experts and support DI's external engagement objectives, working closely with the Engagement team.
- Maintain and develop DI's strong external networks across public finance management, national budgeting, development and poverty-related sectors at country and global levels, finding new opportunities for partnerships and impact.
- Closely monitor external policy and practice, innovating and adapting the PFM and budget analysis portfolio.
- Ensure DI remains at the forefront of new ideas: contributing innovations for development finance and leading the debate at national and global levels on how to make financing more responsive to need.
- Help identify new solutions to some of the major challenges of our time.

### **General responsibilities**

- Mentor and train staff, developing their expertise in PFM and domestic budget analysis.
- Be aware of and take personal responsibility for any health and safety issues and obligations.
- Uphold all aspects of company policies, procedures and legal requirements in relation to personal conduct.
- Prepare for and engage in one-to-one meetings and performance management appraisals.
- Maintain professional development and personal development plans.

- Be willing and committed to take on new work as and when required, and be proactive.

No job description or role profile can encompass all tasks and duties that may be required, and we will expect the postholder to carry out other duties and tasks from time to time that are broadly consistent with those in this document.

## Person specification

Area		Essential/ desirable
Experience	<ul style="list-style-type: none"> <li>At least seven years of experience working on analyses relevant to PFM</li> </ul>	E
	<ul style="list-style-type: none"> <li>Expertise in legislative budgeting frameworks</li> </ul>	E
	<ul style="list-style-type: none"> <li>Expertise in debt, fiscal management, ODA and global public finance</li> </ul>	E
	<ul style="list-style-type: none"> <li>Experience working within a ministry of finance in a senior or advisory position</li> </ul>	D
	<ul style="list-style-type: none"> <li>Engagement with policymakers at local and national levels</li> </ul>	D
	<ul style="list-style-type: none"> <li>Experience in costing</li> </ul>	D
	<ul style="list-style-type: none"> <li>Experience designing and undertaking research to provide evidence and recommendations for specific policy questions</li> </ul>	D
	<ul style="list-style-type: none"> <li>Experience working in a matrix structure managing multiple projects and working across function teams</li> </ul>	D
Skills and abilities	<ul style="list-style-type: none"> <li>Rigorous research skills in both qualitative and quantitative methods, with a strong track record of publications for policy audiences</li> </ul>	E
	<ul style="list-style-type: none"> <li>High-level engagement skills aligned to understanding national, regional and international political and policy contexts. The ability to represent DI at a high level, demonstrated through relevant experience in speaking and presentations, and building and maintaining strategic networks</li> </ul>	E
	<ul style="list-style-type: none"> <li>Good data skills, with a critical understanding of sources of relevant data and a technical ability to analyse data, including large data sets</li> </ul>	E
	<ul style="list-style-type: none"> <li>Excellent writing skills, including a proven ability to draw out succinct and accessible narrative from data</li> </ul>	E
	<ul style="list-style-type: none"> <li>A strong ability to communicate messages from data, including helping in the conceptualisation of clear visualisations, infographics and charts</li> </ul>	E
	<ul style="list-style-type: none"> <li>Excellent written and spoken English, with the ability to present complex issues clearly for technical and non-specialist audiences</li> </ul>	E
	<ul style="list-style-type: none"> <li>The ability to work in a second language</li> </ul>	D
Education	<ul style="list-style-type: none"> <li>Degree and postgraduate qualification (Master's level) in economics, finance or any related discipline with a substantial quantitative and qualitative analytical component</li> </ul>	E

Knowledge and technical competencies	• A strong understanding of quantitative research techniques, the ability to conduct high-quality research and analysis, including design of quantitative and qualitative research methodologies, and public policy analysis	E
	• Advanced knowledge of software used to manage and analyse data (e.g. advanced skills in Excel, Stata, R)	E
	• An understanding of, and interest in, the political economy of development and poverty, including key issues and players	D
Personal attributes	• Rigorous in designing and implementing analysis, performing calculations and checking data in accordance with predefined quality assurance protocols and practices	E

## Application details

Your CV (no more than two pages) and covering letter, which should detail your skills and evidence of experience and how it relates to the job description, should be uploaded [here](#). Your letter should also include your salary expectations, notice period/available start date and where you saw the job advert.

Early applications are highly encouraged; we will be reviewing submissions as they arrive and interviews will be held periodically. As we are recruiting on a rolling basis, we reserve the right to end recruitment without notice.

## Other

We welcome applications from all sections of the community.

We have a duty to prevent illegal working by checking potential employees' documents before employing them, to ensure they have the right to work in the country in which this post is based.

We are unable to offer sponsorship for a work permit/visa application.

DI is an equal opportunities employer, and in line with our policies we aim to ensure that no job applicant receives less favourable treatment on the grounds of race, colour, nationality, religion, ethnic or national origin, age, gender, marital status, sexual orientation or disability.

We find it helpful for all applicants to complete our Diversity Monitoring Form, found on our website at: <http://devinit.org/working-with-us/vacancies/>



## Working together

People are our greatest asset. You often hear it said, and at DI, it really is true. We acknowledge that we work in an environment where the pace is often fast, and we need our people to be able to respond swiftly and creatively to new situations and demands. The better our employees are, the more effective we will be, and for this reason, we work hard to create an environment that meets everyone's needs.

In line with our values (people-centred, purpose-driven and transparent), we aim for a culture of honesty and openness. We want to attract and retain talented people who share our vision. We like to offer individuals the space to use their talents in an innovative working environment with colleagues who are passionate about our vision. We also offer:

	UK	US	East Africa
Informal work environment (e.g. casual dress)	✓	✓	✓
Pension scheme with 5% employer contribution	✓	✓	✓
Flexible working arrangements (e.g. homeworking, flexitime)	✓	✓	✓
Healthcare scheme with employee assistance programme	✓		
Medical insurance		✓	✓
Paid study leave and financial support	✓	✓	✓
Paid professional membership fees	✓	✓	✓
Buy/sell holiday scheme	✓	✓	✓
Cycle to work scheme	✓		
Enhanced holiday entitlement, plus all bank and public holidays and discretionary paid time off at Christmas	✓	✓	✓
Up to five days' paid volunteering leave (addressing poverty/helping vulnerable people)	✓	✓	✓