



VACANCY ANNOUNCEMENT – DIRCECTOR OF STRATEGY, FUNDING & STAKEHOLDER MANAGEMENT
Location: LSETF, HQ, Lagos, Nigeria

Position: **DIRECTOR OF STRATEGY, FUNDING & STAKEHOLDER MANAGEMENT**
Industry: **Government**
Job Type: **Full Time**

About LSETF

Lagos State Employment Trust Fund (LSETF) was established to provide financial support to residents of Lagos State, for job, wealth creation and to tackle unemployment. LSETF serves as an instrument to inspire the creative and innovative energies of all Lagos residents and reduce unemployment across the State. The Fund has the mandate to help Lagos residents grow and scale their Micro Small and Medium Enterprises ("MSMEs") or acquire skills to get better jobs through its three programmes; the Employability Support Programme, the Lagos Innovates Programme and the Loan Programme.

Job title:	DIRECTOR, STRATEGY, FUNDING & STAKEHOLDER MANAGEMENT
Reports to:	EXECUTIVE SECRETARY
Direct Report:	FOUR (4)

Job purpose

To develop and drive the implementation of the short - long term strategic plan and prioritize key strategic initiatives to achieve LSETF's mandate and ensure its sustainability.

In addition, this role is responsible for the development and implementation of the Fund's fundraising, communication, and stakeholder management strategy in meeting its respective strategic objectives.

To oversee the product development function of LSETF utilizing verifiable data and research; monitor & evaluate the impact of the programmes/products developed.

Duties and Responsibilities:

Strategy:

- Develop and implement strategy realization planning including recommending executions steps that will ensure seamless strategy execution via appropriate frameworks, relevant policies formulation etc.
- Lead cross-functional efforts across Fundraising, Innovation, Finance, Programme & Coordination etc. to drive opportunities for LSETF; Turn strategic opportunities to achieve strategic objectives
- Collaborate with senior leaders and their teams across the organization to set priorities, goals and implement the strategic initiatives, prioritizing resources required in collaboration with Finance
- Manage and track of the overall portfolio allocation to ensure compliance with the Fund's strategic direction
- Champion the development & implementation of the balance score card within the organization to ensure performance against defined targets
- Oversee periodic performance reporting with the agreed indices

Fundraising:

- Identify relevant funding sources and partners, develop, and execute appropriate engagement framework to ensure overall sustainability of the organization funding
- Develops fundraising strategies, formulates solicitation procedures, and oversees all fundraising activities.
- Manage relationships with prospective donors & partner, acting as the liaison and lead proposal/grant writing
- Oversee long term budgetary planning and cost management in alignment with the Fund's strategic plan

- Manage cash flow and forecasting by developing a reliable cash flow projection process and reporting mechanism that includes the minimum cash threshold to meet operating needs.
- Ensure that the Finance department prepares and sends the periodic reports to donors and partners as required which comply with relevant accounting standards, local and donor specific financial guidelines

Stakeholder Management:

- Develops and implements LSETF communications to build and maintain a positive corporate brand and high level of top-of-mind awareness and manage the communication budget
- Oversees various mediums of corporate communications and branding in various online and print platforms
- Oversees the management of the corporate website including ease of navigation, and clarity of information; ensures that all content is current and relevant.
- Performs other related duties as assigned.

Product Development:

- oversee and implement product development policies, objectives, and initiatives in line with LSETF's mandate
- Direct research for new products, product enhancements, and product redesign, including the evaluation of the potential and practicality of products in development.
- Coordinate the process of conducting periodic, comparator, shareholder, and target beneficiaries' analysis so as to identify opportunities for improvement

Qualifications & Experience:

- ✓ First Degree or Higher National Diploma certificate (minimum of lower credit) from a recognized higher institution.
- ✓ Post-Graduate Degree is an added advantage.
- ✓ Relevant Professional Qualification such as Project Management
- ✓ Minimum of 12 years' cognate experience in related function; Development Financing etc.

Key Competences:

Knowledge, Skills and Abilities required for the role:

- ✓ Knowledge on development financing, social impact industry
- ✓ Programme/Project Management Skills
- ✓ Corporate Communication & Stakeholder/Community Engagement Abilities
- ✓ Leadership Skills
- ✓ Relationship Management Skills
- ✓ Organization and Planning
- ✓ Business Acumen
- ✓ Communication Skills
- ✓ Business Writing; Presentation and Report Writing
- ✓ Analytical and Problem-Solving Skills
- ✓ Networking Abilities

Method of Application

Please send all CVs to careers@lsetf.ng before close of business on **Tuesday, September 5, 2023** stating the position in the subject. Only shortlisted candidates will be contacted.

We are NDPR compliant. By Submitting your information and documents to us, you are agreeing to the storage and usage of your data by LSETF, in accordance with our [privacy policy](#)