

Job Advert: Technical Manager Digital Financial and Innovation

Job Title	Technical Manager (Digital and Financial Innovations)
Department	Project Implementation
Location	Lusaka
Reports to	Team Lead
Duration	1 year 11 months

1. ABOUT PROSPERO

Prospero Limited supports private sector development and facilitates impact investment, transitioning growth-stage businesses across Zambia into viable recipients for impact capital. We focus on companies that will have an impact on the development of Zambia.

Our Key Services Include:

- Strengthening innovative, inclusive, and environmentally sustainable business models (e.g., designing and developing climate-smart solutions with agribusinesses and renewable energy solutions for rural entrepreneurship hubs in remote locations)
- Enterprise-led market development in key sectors of the Zambian economy (e.g., facilitating development and coordination of market-led value chains)
- Identifying and building capacity of high-growth potential businesses
- Developing innovative and impactful financing mechanisms
- Investment facilitation services (e.g., SME investment readiness preparation and investor linkages)

2. SCOPE OF WORK

The Technical Manager (Digital and Financial Innovations) will support the implementation of GREEN Tech4CE project, a 4-year, European Union-funded Programme through effective partnerships with the micro, small and medium-sized enterprises (MSMEs) /implementing organisations, provide technical assistance and grant support to increase the provision of services to MSMEs particularly in the green, circular and digital economy.

He/she will be responsible for developing and implementing digital strategies to support the intervention logic of the GREEN Tech4CE project. This includes enhancing the capacity of MSMEs, increasing market awareness for green, circular, and digital (GCD) products, and facilitating growth and sustainability in the GCD economy in Zambia.



External Contacts:

- Donors
- Services providers
- Intervention Partners
- Government

Specific Duties:

The specific functions of the Technical Manager (Digital and Financial Innovations) are as follow:

Strategy and Planning

- Contribute to the development of the Corporate Strategy: Actively participates in formulating the corporate strategy by analyzing organizational strengths, market trends, and opportunities to align strategic goals with sustainable growth and long-term success.
- Develop and execute a comprehensive digital strategy aligned with the market systems approach of the GREEN Tech4CE project: Creates and implements a robust digital strategy tailored to the GREEN Tech4CE project, ensuring alignment with the market systems approach to foster innovation, drive efficiency, and promote inclusive, technology-driven solutions.
- Participate in the development, implementation, and maintenance of policies and objectives: Collaborates with internal and external stakeholders to design, implement, and maintain policies and objectives that enhance operational effectiveness, ensure regulatory compliance, and support the organization's strategic vision.

Digital and Innovation Support

- Utilize digital tools and platforms: Employs advanced technologies to streamline technical assistance and financial services, ensuring accessible, efficient, and impactful support for MSMEs.
- Innovation provided to MSMEs: Introduces and implements creative solutions that address challenges, promote sustainability, and drive growth for micro, small, and medium enterprises.

Market awareness and demand Creation

- Increase market awareness and demand for GCD products through digital marketing campaigns: Designs targeted campaigns to boost product visibility, attract customers, and enhance brand recognition.

- Develop and manage online content that highlights the benefits and opportunities of GCD products: Creates engaging, informative content showcasing GCD product advantages, driving customer interest and fostering trust.
- Utilize social media, SEO, and other digital marketing techniques to promote GCD products: Leverages platforms and optimization strategies to maximize reach, improve engagement, and increase product adoption.

Financial Product Availability

- Work with financial service providers (FSPs) and investors: Collaborates to design and promote tailored digital financial products for MSMEs in the GCD sector.
- Provide digital solutions to FSPs: Implements innovative technologies to enhance financial service delivery, improving accessibility and efficiency for MSMEs in the GCD sector.
- Promotes the creation and growth of locally tailored digital financial products and services, ensuring accessibility, affordability, and relevance for communities and businesses.

Stakeholder Management

- Engage with key stakeholders: Builds strong relationships with essential partners, ensuring collaboration, mutual understanding, and alignment on goals and objectives for project success.
- Provide training to external and internal stakeholders: Delivers up-to-date training on digital economy trends, ensuring stakeholders remain informed about new opportunities and developments for strategic advantage.

Governance, Compliance and Risk Management

- Ensure alignment with Digital and Financial Innovation Policy: Ensures all department activities follow the organization's policies, procedures, and practices, maintaining consistency and compliance in digital and financial innovation initiatives.
- Create and distribute digital policy briefs: Develops and shares policy briefs to influence GCD standards, promoting best practices and ensuring alignment with industry trends and regulations.
- Assess and mitigate Digital and Financial Innovation risks: Identifies potential risks in digital and financial innovation, implementing strategies to mitigate them, ensuring security,

- stability, and compliance.

Knowledge Management


- Support Business Development Service Providers (BDSPs): Assists BDSPs in implementing effective digital solutions, empowering MSMEs with innovative tools to enhance business growth and operational efficiency.
- Organize and manage digital platforms for peer-led private-public learning events: Coordinates and oversees digital platforms for collaborative learning, fostering knowledge-sharing among peers, stakeholders, and industry leaders to drive growth and development.

Capacity Building

- Develop digital training materials and tools: Creates comprehensive digital resources to empower MSMEs with essential skills, helping them adapt to technological advancements and improve operational performance.
- Collaborate with TVET providers: Works with Technical and Vocational Education and Training institutions to enhance digital skills training, ensuring relevant and high-quality programs that meet industry standards.
- Develop and implement e-learning modules for workforce development: Designs and launches e-learning programs aimed at upskilling the workforce, supporting the growth of the GCD economy with modern digital competencies.

Job Competences

- Interpersonal skills, planning and organising
- Good communication skills (both oral and written)
- High degree of integrity and maturity
- A person of high integrity and good judgment.
- Demonstrated ability to work with poise under tight timeframes.
- Flexible
- Skilled at working in teams and independently.
- Conversant with regulations
- Attention to detail
- Efficiency
- Time cautious
- Business oriented
- Creativity
- Teamwork
- Emotional intelligence

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- Able to work under pressure
 - Work under minimum supervision

Additional responsibilities as required in support of Prospero's work:

- Cover for colleagues in the job holder's department who are on leave or absent.
- Duty to report any suspicion of fraud or unethical activity.
- Any other tasks as requested by management.

3. REQUIRED/DESIRABLE EXPERIENCE

Education and Experience

- Bachelor's degree in digital marketing, Information Technology, Finance, Business Administration, or a related field.
- Professional and valid membership to relevant professional body
- Minimum of 5 years of relevant work experience with the private sector or donor funded projects.

4. APPLICATION GUIDELINES

We invite all interested candidates to submit the following documents:

- Curriculum Vitae
- A Motivation letter outlining how your experience, skills, and professional networks fit with the required job description. Please clearly state your expected remuneration.

Please submit your application to recruitment@prospero.co.zm by **February 24, 2025**, clearly stating the job title (Technical Manager -Digital and Finance Inclusion)

Prospero limited is committed to the prevention of harm, abuse and sexual exploitation. Employment with Prospero limited is conditional upon successful reference and background checks. Prospero Limited is an equal opportunity employer. All interested and qualified internal candidates are encouraged to apply.

Please note that only shortlisted candidates will be contacted