



Enterprise Development Manager, Romania

October 20th, 2015

Organization Profile:

NESST develops and invests in enterprises that solve critical social problems in emerging market countries. Through long term and strategic incubation and patient philanthropy and investment, NESST works to maximize the impact of its portfolio ensuring that it provides employment, sustainable income and an improved quality of life for the most marginalized communities in our societies. As a thought leader, NESST has been at the forefront of social enterprise development, conducting extensive research, disseminating numerous best practice publications and organizing national social enterprise events. www.nesst.org

Position Overview:

The Enterprise Development Manager will manage a portfolio of social enterprises, supporting their development through trainings and advisory services, as well as monitoring performance.

The position will report to the Country Director and will also work closely with local and international team members to provide advisory services and financing to NESST's portfolio of enterprises across Romania.

This is a full-time position based in Timisoara, Romania.

Key Duties & Responsibilities:

Portfolio development activities:

- Manage existing portfolio of social enterprises by maintaining constant communication, performing ongoing needs assessment, providing one-on-one consulting, doing site visits, managing portfolio-dedicated programs (i.e. retreat, webinars, mentoring and coaching), assessing performance regularly, and identifying new opportunities for portfolio development
- Monitor social enterprise performance and produce high-quality internal and external reports for communicating with the NESST team and the donor and investor communities.
- Support the process of program tools development in collaboration with other team members.
- Manage and organize events related to the portfolio development program including retreats, site visits (for NESST and/or donors, partners or investors), exchange visits, webinars, mentoring and coaching sessions and conferences (such as the Social Enterprise Day).
- Actively contribute to NESST's efforts as a strong thought leader in the social enterprise sector and NESST's external communications strategy. Activities include producing press releases and articles to communicate impact to the wider audience, media monitoring, maintaining regular communication through Facebook, newsletters and the NESST website (as required in current projects and as needed).

- Represent NESsT to external audiences (meetings, conferences, etc.) in relation with the program and identify, research, contact and develop relationships with potential government, corporate, venture capital and other investor/donor resources to promote financial support of NESsT.
- Support the development of a Business Advisory Network (BAN) that will invest financial, intellectual, and social capital in the NESsT portfolio of social enterprises. Also help to maintain and deepen relationship with BAN who provide specialized support to portfolio members (i.e. coaches, mentors, lawyers, etc.).
- Cultivate and maintain relationship with NESsT's current partners, donors and investors supporting the incubation portfolio development processes in Romania.

Qualifications:

- A bachelor's degree in business, economics, development studies, or related fields required.
- 3-5 years of progressively responsible experience in small business or social enterprise development, high-impact entrepreneurial minded NGOs, consulting or finance.
- Strong analytical skills and the ability to approach tasks in a highly organized, logical and diligent manner.
- Demonstrated experience in and commitment to social impact. This may include volunteer positions. Experience with social enterprises is a plus.
- Experience as a consultant and trainer, particularly in leading interactive workshops, is a plus.
- Excellent verbal and written skills in English, as well as native Romanian and excellent writing skills, to be an effective communicator among diverse internal and external audiences.
- Ability to effectively work under pressure, manage multiple tasks simultaneously and produce high-quality work within tight time constraints.
- Ability to be flexible, resourceful and innovative in a small, dynamic, nonprofit environment.
- Familiarity and comfort with Microsoft Office and Google Apps.
- Willingness and predisposition to travel. (15% of the time).

Compensation:

NESsT offers a competitive salary with benefits. The non-monetary compensation includes a unique opportunity to be part of a meaningful global organization that is changing the world by investing in emerging market businesses that offer employment, sustainable income and an improved quality of life for people who face the greatest barriers to work.

Location: Timisoara, Romania

Schedule: 9 a.m. – 6 p.m. with one hour lunch break

Travel: This position requires intensive travel in different implementation phases (i.e. visits to NESsT portfolio members, representing NESsT at various events).

Start Date: Early December 2015

End of the contract: January 31, 2018

To apply:

- Send resume, cover letter and salary history or salary expectations in English via email to Éva Vörös at evoros@nesst.org.
- Application process is open until **November 6, 2015**.
- In the subject of the email, please write **“Enterprise Development Manager, Romania.”**
- Only short-listed applicants will be contacted. No phone calls, please.