



POSITION SPECIFICATION

POSITION: Investor Relations Officer at Root Capital

ABOUT THE COMPANY:

Small grassroots businesses—such as coffee farmer cooperatives and artisan associations—are engines for sustainable development and poverty alleviation in rural communities in the developing world. Considered too small and risky for mainstream banks and too large for microfinance, these grassroots businesses are caught in the “missing middle”; they cannot access the capital they need to grow and sustain their operations.

Root Capital addresses this market failure through an innovative lending model that serves the needs of these remote grassroots businesses. We are creating a new class of capital sitting between microcredit and commercial lending, enabling rural communities to unlock wealth and build sustainable livelihoods.

ABOUT THE POSITION:

The Investor Relations Officer will support Root Capital’s investor relations programs, working closely with and reporting directly to the Managing Director of Investor Relations. In addition, s/he will ensure that the donor/investment client relationships and programs are managed efficiently and in line with Root Capital’s mission and vision.

Responsibilities include but are not limited to:

- Manage the day-to-day relationships with Root’s existing base of support, with an eye toward cultivation of both current and prospective donors and investors
 - Provide regular communication with donor/investor community, including progress reports, acknowledgements, financial updates and loan renewal reminders
 - Build and sustain ongoing relationships with a range of external, sophisticated audiences to deepen the organization’s impact
 - Collaborate with the team leadership on philanthropic revenue strategy and planning; meeting donor/investor deliverables; creation of frameworks and tools to enable Root to meet and exceed its philanthropic revenue goals
 - Respond to due diligence requests in a timely manner
 - Partner with staff throughout the organization to drive an understanding of and commitment to Root Capital’s relationships with the philanthropic and investor community
-

CANDIDATE REQUIREMENTS:

- Deep commitment to innovative solutions concerning the “missing middle,” particularly for small and growing rural/agricultural businesses in developing countries

on-ramps

- Knowledge of and passion for the emerging social capital markets and impact investing space
- Capacity to sustain valued donor/investor relationships, work well on a team, and adapt to a rapidly changing environment
- Strong written and verbal communication skills
- Ability to effectively communicate complex concepts in compelling ways to a wide range of audiences, including philanthropic community, corporate executives, economic development experts, academics, journalists and other influential thought leaders
- Entrepreneurial spirit and professional maturity; ability to work independently, think creatively, and know when to seek support
- Bachelors degree, plus relevant experience in sustainable business, international development, financial services to the poor, or related areas
- 4-7 years of professional experience with an understanding of and passion for financial markets, client relations, relationship building, and/or impact investing

COMPENSATION: Competitive compensation, commensurate with experience.

QUALIFIED INDIVIDUALS, PLEASE APPLY: www.on-ramps.com/jobs
