



ROLE PROFILE

Job Title	Social Finance – Manager
Reporting to	Head of Social Finance, Pakistan
Line Management responsibility	None
Location	Karachi, Pakistan
Summary	
<p>About the British Asian Trust's Social Finance Team</p> <p>The British Asian Trust (BAT) is an international development organisation, headquartered in the UK, working to tackle poverty and inequality in South Asia. Founded in 2007 by a group of British Asian business leaders, we maximise the support of the South Asian diaspora to drive positive change across the region (Pakistan, India, Bangladesh and Sri Lanka) in the areas of livelihoods, education, child protection, mental health and conservation.</p> <p>The scale and complexity of the challenges in South Asia demand innovative and ambitious approaches to tackling them. We work in partnership with others to design and deliver programmes, raise funds and convene partnerships that combine new social finance tools, philanthropy and technology to deliver impact at scale.</p> <p>The British Asian Trust's social finance practice, launched in 2017, pioneers innovative financing models that link funding to measurable social outcomes. We designed and launched the world's largest Quality Education Impact Bond in India (2018) and have since expanded with further programmes in education and employment across India, as well as leading social finance market development in Pakistan since 2020. By leveraging outcome-based financing, we are reshaping how aid and philanthropy drive lasting social impact.</p> <p>Most recently, we designed Pakistan's first impact bond for employment, working in close partnership with government and private sector stakeholders to bring this landmark initiative to life. With several new performance-linked projects, design and feasibility studies underway this is a pivotal moment of growth for the team.</p> <p>We are now seeking a manager to join our Social Finance team in Pakistan. This role will be central to delivering our existing initiatives while driving forward new opportunities, partnerships, and innovations in the sector.</p> <p>Job purpose</p> <p>This role will be critical to ensuring the successful delivery of our existing social finance initiatives in Pakistan and to seeking new partnership opportunities. It will involve contributing to programme design, planning and management, supporting business development, and providing overall operational support to the Social Finance team.</p> <p>Main Responsibilities</p> <p>This role includes three key areas of work: supporting the Head of Social Finance, Pakistan on co-ordination and delivery of existing and new projects, supporting business development and supporting the overall social finance function.</p>	

1. Programme management and development support:

Supporting the Head of Social Finance to successfully manage the delivery and operations of our existing projects and development of new partnerships and initiatives. This will include, but is not limited to:

- Work on end-to-end programme management including day-to-day implementation, reporting and monitoring for projects
- Support on co-ordination and management of stakeholders
- Support on refining programme design and troubleshooting
- Ensure all internal and external donor reporting requirements are met in a timely manner
- Support on monitoring / evaluation and learning agenda requirements, in collaboration with partners
- Support on programme financials and budgets, working with the British Asian Trust's internal Finance Team and other programme partners
- Support in the management of all legal and safeguarding requirements
- Support on any other requirements to ensure successful delivery of the British Asian Trust's role as Transaction Manager for existing projects.
- Support on design and set-up of new initiatives, including background research, design, partner selection etc.

2. Business development support:

- Support on research for any new programme design and business development prospects
- Support on creating concept notes, pitch decks and proposals for prospects

3. Overall operational support to the team:

- Support on all governance and Board actions
- Support the team on annual planning and budgeting exercises
- Working on any communications or events support for the Social Finance team

Job-related knowledge, skills, and experience

The successful candidate will have:

- Significant and demonstrable work experience in a fast-paced environment, demonstrating a consistent ability to deliver against project plans on time.
- Confidence to independently facilitate and co-ordinate discussions between multiple stakeholders (internal and external) and partners
- Excellent numeracy skills and confident with data analysis and data management
- Proficiency in managing finances / budgets and ensuring project payments accurate and on time.
- Proficiency in designing compelling / high-quality presentations
- Strong analytical skills, underpinned with sound judgement under pressure, and the ability to identify solutions to address project delivery risks and issues.
- An excellent track record of time management, systems organisation, and follow-up
- Excellent communication skills (written/verbal) and interpersonal skills (listening/empathy)
- A strong understanding of the Pakistan development sector (education / livelihoods sector is preferable)
- Agility and flexibility towards evolving responsibilities and project pivots / changes
- A collaborative approach and ability to work with global / cross cutting teams
- Critical thinking skills and high integrity
- The ability to build and manage strong working relationships with people across teams

- Commitment to creating a diverse, equitable and inclusive work environment and be a good fit with British Asian Trust values and behaviours.