



## Vacancy for a Microinsurance Expert

### About the organisation

The **Microinsurance Network** is a not-for-profit organisation, whose mission is to promote effective insurance for low-income people in developing countries.

The Network is leading the sector in bringing together key figures from the microinsurance sector to facilitate open dialogue, generate and share knowledge and carry out in-depth research leveraging the expertise of members across the Network, so the members can distil key lessons learned and apply best practices in the microinsurance sector. The Network includes more than 80 institutional members and 30 individual members.

The Microinsurance Network has an international Board and a Secretariat located in Luxemburg and in charge of the day-to-day management of the above-mentioned services.

### About the job

The Secretariat of the Network is recruiting a **Microinsurance Expert**. The incumbent is responsible for ensuring effective communication and visibility of the Network's activities as well as raising awareness about microinsurance among different stakeholder groups.

### Key responsibilities and tasks

- I. Develop and implement the Expert Forum concept. This includes, amongst others, researching and coordinating cutting edge and demand driven microinsurance topics; identify speakers and moderators, coordinate logistics and marketing;
- II. Draft microinsurance technical assistance proposals for possible funding by bi- and multilateral organizations;
- III. Identify microinsurance experts and supervise their capacity building efforts under auspices of the Microinsurance Network;
- IV. Represent the Network at regional and global events and deliver speaking opportunities during these events;
- V. Identify and develop opportunities to recruit institutional microinsurance membership from the South;
- VI. Support the implementation of the Network's 5 year strategic document covering the period 2017-2022;
- VII. Provide and/or coordinate technical (contents based) feedback of microinsurance publications;

VIII. Provide input and feedback on a range of other projects and initiatives developed by the Secretariat, especially in areas of training and capacity building efforts; peer2peer exchange visits.

### **Qualifications**

- Master degree (or equivalent) in development economics/law or similar studies;
- At least 7 years of experiences in the microinsurance sector and familiarity with emerging topics in the sector;
- A track record of successfully managing microinsurance projects, strategic alliances, partnerships and consultants
- Fluency in English; Spanish or French is a big plus;
- Strong strategic and analytical skills;
- Ability to work collaboratively and interact effectively with people of other cultures, abilities and socio-economic backgrounds;
- Excellent representation skills, confidence and persuasive skills in international contexts;
- Excellent organizational and management skills and the ability to perform under strict deadlines;
- Ability to convey complex ideas in a creative and clear way and with a good sense for public relations;
- Have a track record of writing successful tender proposals;
- Capable and willing to travel globally (up to 30% of the time) and represent the Network.

The position is ideally based in Luxembourg.

Interested candidates for this position who correspond to the profile can send their **motivation letter** and **resume** to the following email: [info@microinsurancenetwork.org](mailto:info@microinsurancenetwork.org)

The DEADLINE for sending in your application is **May 13, 2016**