



## OPPORTUNITY: PORTFOLIO MANAGER, EAST AFRICA

Maliasili is a dynamic and innovative organization that is taking a different approach to drive conservation impact in Africa. We find the best local African conservation organizations and make them better by strengthening their organizational performance, leadership, and resourcing so that they can achieve greater impact. Our [partner portfolio](#) includes outstanding local and national organizations working at the forefront of wildlife conservation, land restoration, and coastal fisheries. Our partners are pioneering conservation approaches grounded in community and indigenous land rights, generating economic opportunities from nature-based businesses, and restoring ecosystems across many of Africa's most important landscapes.

Since its founding over a decade ago, Maliasili has built a portfolio of roughly 40 partners working across over 35 million hectares of critical landscapes and ecosystems in seven countries. We have helped our partners generate or leverage more than \$15 million in funding for their work; developed a growing set of tools to help improve their organizational performance, and supported many of our partners to significantly grow their impacts in the field. Our goals are to build a portfolio of Africa's best local conservation organizations, help them collaborate and learn from each other, and scale up their community-based conservation work on the ground and their leadership capacity within the conservation field.

Maliasili's [2025 strategic plan](#) describes an ambitious growth trajectory focused on tripling our portfolio of partners, expanding our geographic reach, and catalyzing a new generation of African conservation leadership. To actualize these ambitious goals, we are looking to expand our team, and we are recruiting for a Portfolio Manager - Rwanda.

### Role and Responsibilities

Managers lead and facilitate our organizational development support to our partners to help them become stronger organizations and achieve their goals and missions. Understanding the functional elements of an effective organization is at the core of Maliasili's work, and Managers should have command of these elements and the characteristics of a highly effective organization, be able to diagnose organizational challenges, and design plans to implement solutions and catalyze behavior change in our partner organizations.

The Manager will be responsible for the following:

- Managing relationships with the leadership of partner organizations, providing thought partnership and collaborative problem-solving.
- Working with partners to diagnose and develop joint plans to address major organizational needs and priorities.
- Design and lead effective organizational development interventions in areas such as strategic planning, work planning, strategic fundraising, financial management, monitoring & evaluation systems, and human resource management and recruitment.
- Designing effective meeting and facilitation plans to address a clear set of objectives.

4 Carmichael St, Suite 111-193, Essex Junction, VT 05452  
[www.maliasili.org](http://www.maliasili.org) | [Info@maliasili.org](mailto:Info@maliasili.org)

- Facilitating workshops with partners to make progress towards broader organizational development goals.
- Improving organizational development expertise and staying at the cutting edge of organizational development and community-based conservation.
- Coordinating service provision from other Maliasili team members or external experts, as a component of overall partner support.
- Managing relationships with partners and third-party funders or key collaborators, including overseeing contractual obligations, reporting requirements, and deadlines.
- Cultivating relationships with other organizations in the field and developing a pipeline of potential partner organizations in East Africa.
- Working with Maliasili's team to connect partners to appropriate networks, contacts, and resources within Maliasili's wider networks.
- Supporting Maliasili efforts, including but not limited to strategic planning and monitoring & evaluation.

## Qualifications

Key attributes of the successful candidate will include:

- Strong experience, skillset, and technical understanding of organizational development and/or business development. We are looking for someone who understands the challenges and imperatives in building effective, high-performing organizations, and who has a proven track record in doing this as either a manager or consultant or, ideally, both.
- Strong organizational diagnostic and analytic skills – the ability to quickly and accurately understand an organization's strengths, weaknesses, and priorities in a developmental sense.
- Experience and comfort in designing and facilitating effective meetings.
- Excellent problem-solving ability, capable of diagnosing problems and designing solutions.
- Strong capability to absorb and synthesize data and information.
- Outstanding interpersonal skills in communications, relationship management, team processes, and facilitation, including strong written and verbal communication.
- Outstanding ability to manage multiple processes in a dynamic environment, prioritize, multi-task, and deal with problems adaptively and with a sense of humor.
- Passion for Maliasili's mission to contribute to the development of organizational excellence and impact in African natural resource management and conservation organizations.
- Strong intellectual curiosity – we are looking for people who are interested in learning new things and expanding their knowledge.
- Team player who enjoys engaging with and supporting colleagues but can also work autonomously when necessary.
- Broad and perceptive technical grasp of major issues in natural resource management, rural development, and land tenure in East African countries.
- Strong written and oral communication in English, Kinyarwanda/Swahili
- A master's degree and a minimum of ten years of work experience, including management responsibilities.

## Benefits and Compensation

Maliasili offers a competitive salary for this position, commensurate with experience. Other benefits include health insurance, retirement plan, a home office stipend, and unlimited, discretionary paid leave.

## Location

Location is flexible but preferred to be in Rwanda with easy access to an international airport.

## Application procedure

Candidates should send a cover letter and resume in PDF format to [recruitment@maliasili.org](mailto:recruitment@maliasili.org) with the subject line - ***Portfolio Manager - Rwanda***. The applications will be processed on a rolling basis, and the position will close once a suitable candidate is identified.

Maliasili is an equal opportunity employer and has a strong organizational commitment to diversity, equity, and inclusion.