

Head of People

Location: London or Nairobi

Type: Consultant or FT employee

Responsibilities

The Head of People will play a key role for SunFunder helping to unlock billions to scale climate investments in emerging markets and underserved communities. They will be responsible for the following strategic objectives in our next phase of growth:

- Partner with the Management and Leadership Teams to support their ability to manage and grow their teams to execute successfully on our business and strategic objectives.
- Take complete ownership for the health, wellbeing, growth, learning and development of our team both as a collective and as unique individuals.
- Build an effective and trusted HR function and team within SunFunder
- Build on, devise and implement targeted leadership offerings that ensure SunFunder's ability to collectively problem solve strategic challenges as they arise.
- Anticipate, identify and intervene with productive and insightful offerings to solve for key people and talent related issues as they arise.
- Quickly become a trusted resource, thought partner and champion to all team members; available to partner equitably across the team on initiatives that support their ability to grow and our ability to deliver.
- Support our ongoing transition from founder-led start-up to globally competitive institution by providing expert and generative change management guidance.
- Build relationships across SunFunder and our external networks to thoughtfully provide expertise, coaching, mentoring, training and career-growth opportunities for our team.



This role will be responsible for the core of our business: our people! For this key strategic role, we seek a dynamic self-starter who is committed to our values, passionate about nurturing a thriving work environment, and as fired up about developing our (40 person) team's individual and collective talent as solving the global climate crisis. You will help us attract, retain and develop the great talent needed to fulfill our high impact and ambitious mission to pioneer and scale clean energy and climate investments in underserved markets. This role is well-suited to an exceptional people-centric leader who may have had a non-traditional route into a professional HR and people strategy role.

The Head of People will report to the Chief Operating Officer and work closely with the Head of Finance, senior management and will have the opportunity to inform future resourcing and hiring decisions for the HR function. It is envisioned for this role to eventually take up a position on the Leadership Team, as they embed themselves successfully into the organisation. This indicates the commitment we place in deepening our own capacity to invest in our team as we grow.

The core responsibilities are to lead strategic thinking and operational execution of our people function including but not limited to:

- **Recruiting and Onboarding:** Manage SunFunder's recruitment process to ensure we continue to hire top talent who are excellent stewards of our culture as well as exceptional individual and team contributors.
- **Organisational Design:** Partner with Leadership and Management Teams to ensure our organisational growth and strategic priorities are anticipated, identified and appropriately staffed to deliver success.
- **Culture & Employee Retention:** Champion our values-based culture by exhibiting them in all that you do. Be a voice, advocate and role model for work life balance and staff welfare, supporting both managers and team members to look after themselves in service of doing our best work.
- **Internal Communications:** Be a bridge from the Management and Leadership Teams to the rest of the team to communicate key organizational, staffing and culture and staff event-related items and decisions.
- **Performance Management:** Lead the process to assess and redesign our performance management framework - including the supporting HR software system (in partnership with our IT team) - to ensure all team members are clear on what is expected of them, how they are progressing against functional and professional development goals and what else is required for them to grow.



- Partner with Managers to ensure they feel supported in hosting effective, timely performance and developmental feedback conversations including management of underperformance.
- **Resources:** Eventually take ownership for the HR budget ensuring all strategic, training, new hires, internal learning and development goals are planned and appropriately budgeted for. This includes management of HR-related allowances and team retreats.
- **Learning and Development:** Lead and be central hub for all aspects of learning and development across our team. From stewarding the execution of existing programs to partnering with experts to deliver targeted, technical and leadership development offerings for our team; to developing the next phase of our career pathways ensuring all staff are supported on professional development plans to grow both at SunFunder and in their careers overall.
- **General HR Policies & Procedures:** With guidance from our General Counsel and external counsel, own and implement our HR policies, procedures, processes and programs based on local legislations and best practices in all our countries of operation.
- **Compensation and Benefits:** With support from our finance team, oversee employee benefits in each country, ensuring equity across locations and making sure these are always up to date and understood by staff.

What we're looking for

- At least 10 years of professional experience in early stage and fast-growing enterprises, including experience working at an executive level with a strong track record of effective change management outcomes.
- Previous experience in an HR or talent development role will be considered but is not required. More important is evidence of your experience and understanding (regardless of role) of organizational growth, design and dynamics and leading change in a people-centric way.
- Experience in training and facilitation is strongly desired. Certification in coaching and leadership development are also desired but not required.
- Exceptional communication skills with strong intuition to connect and positively influence others in service of generating impact. You are a skilled problem solver and a strategic thinker with proven examples of diagnosing organizational dynamics, generating cohesive



understanding and buy-in for change; and designing and leading effective interventions that create a productive, healthy and high performing team culture and experience.

- Academic excellence in a relevant discipline (master's degree preferred)
- You have managed teams and can point to concrete examples where team members thrived under your management and guidance. You exhibit exceptional cultural awareness and competency to move and connect seamlessly across regions, backgrounds, seniority and operating contexts.
- Experience working across East Africa; as well as other international markets is strongly desired.
- Knowledge of local employment laws and regulations is also a plus but not required; however, experience resolving analogous challenges is desired.
- Willingness to challenge the way things are done, “get your hands dirty” and perform less glamorous roles from time to time, as well as the ability to thrive in a dynamic environment.
- Other qualities that are important to us: self-starter, positive attitude, intellectual curiosity, low-ego, and a good sense of humor.

Compensation

Competitive, commensurate with experience. SunFunder offers a unique work culture at an ambitious company that strongly encourages a healthy life-work balance, and an opportunity to work with a fun, passionate and talented international team.

Application

Please email your resume to jobs@sunfunder.com by January 31, 2022 and tell us why you are the right person for the job (bonus points for brevity). Email title: “Head of People”.