

## Associate job specification

- **Location:** London, United Kingdom
- **Engagement:** Full-time
- **Remuneration:** Competitive salary; eligibility for an annual bonus, based on personal and company performance

### Background

Africa Matters Ltd (AML) is an Africa-focused consultancy providing strategy, risk, ESG and sustainability and public affairs advisory services to a range of international blue-chip clients. We are looking for an outstanding candidate to join our team to contribute to client projects and support the company's growth. The selected candidate will benefit from: a highly rewarding work environment; an exponential learning curve; exposure to different business sectors in a variety of African jurisdictions; and access to AML's excellent networks across Africa, and the international public and private sector communities.

### Responsibilities

The Associate will contribute to our existing work across Africa while striving to expand our networks and the volume of business we conduct in the continent. Duties will include, but not be limited to:

- Monitoring and conducting research on political/economic/business/ESG trends, risks, and developments in key African jurisdictions
- Contributing to the writing of briefings and reports, as well as to client presentations
- Conducting due diligence and reputational investigations
- Interfacing with clients on a regular basis
- Representing AML at industry and client events
- Proactively working to establish and maintain government, private sector and other stakeholder relationships across Africa
- Proactively identifying and presenting new business opportunities for AML
- Proactively highlighting relevant developments and business opportunities for our clients
- Supporting AML's senior leadership on special projects and ad-hoc assignments

### Requirements

- Excellent research, writing and verbal communication skills
- A passion for the business-politics nexus in Africa and its implications for international investors
- A strong understanding of business and politics in Africa
- An interest in environmental, social and governance factors and the application of ESG risk metrics on the continent
- Previous practical exposure to Africa through experiences of living and/or working in the continent



AFRICA. INSIGHTS FOR DECISIONS

- Excellent organisational skills, including the ability to simultaneously manage large research assignments and multiple tasks with different deadlines — all in a fast-paced and entrepreneurial environment
- High level of client empathy, with an ability to quickly identify how AML can be relevant to different clients and best fulfil their needs
- High degree of flexibility: we are a boutique consultancy and at times require an ‘all-hands-on-deck’ approach.
- Language skills beyond English are an added advantage, namely French, Arabic, Portuguese, Swahili, Twi, Igbo or Yoruba

## How to Apply

To apply for this position, please send the following documents to [jobs@africamatters.com](mailto:jobs@africamatters.com) before COB Monday 24 May. Applications will be considered on a rolling basis.

- Curriculum vitae
  - Cover letter, ideally not exceeding one page
  - Recent writing sample on any given topic, ideally not exceeding two pages
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