

## About Villgro

Villgro Philippines is an early-stage impact incubator and investor. We inspire, fund, mentor and nurture early-stage enterprises that are building innovative solutions to impact the lives of the poor. We partner with like-minded foundations, companies, and governments to create and launch initiatives that connect those working to create sustainable and inclusive solutions and help them scale up. We believe in deep collaborations to build a robust ecosystem for enterprises in the Philippines and Southeast Asia.

The Villgro team is close knit - we are deeply committed to the entrepreneurs we support. Everyone on our team is passionate and driven to contribute to lasting social and environmental impact. Each member of the team plays an important role in the Villgro ecosystem. And we want everyone to grow both personally and professionally. We are looking for individuals who are open minded and energetic to take on the challenges of building an inclusive impact ecosystem.

## Research Associate (Part-time)

The Research Associate will provide support to the team working on the establishment of the Philippines' first impact investing network. The associate will assist the Villgro Philippines and xchange teams on research, coordination, and execution of tasks leading up to the network launch. The associate will work on finding exceptional entrepreneurs and partners tackling the world's toughest problems, then help design and deliver network and incubation support that help scale their impact and lead the team to success (while having a lot of fun!)

### Responsibilities:

- Conduct research on impact entrepreneurs, investors, and philanthropic organizations
- Manage online database of entrepreneurs and investor members
- Coordinate meetings with individuals and institutions who are members of the network
- Assist in creation of reports, briefs, and presentations for members, partners, and funders
- Research on innovative finance models/platforms and brainstorm/create models that might work for the Philippine market
- Work with the Villgro Philippines and xchange teams in creating and publishing knowledge products such as blog posts, reports, videos, etc.
- Gather and analyze feedback from entrepreneurs and investor members for improvement of network services
- Assist in research and diligence activities for potential deals

### Qualifications:

- Bachelor's degree in business administration/management, economics, finance, development studies, social sciences, or any related field. Current students and fresh graduates are welcome to apply.
- Good quantitative and qualitative research skills
- Good grasp of social entrepreneurship, social innovation, and impact investing concepts, particularly in the context of emerging markets such as Southeast Asia and the Philippines
- Good project management skills and ability to handle multiple complex projects at once
- Effective oral and written communication skills and fluency in English and Filipino
- Adept in Google Suite, Microsoft Office, and virtual conferencing tools
- Purpose-driven independent worker and team player



### **Location and Schedule**

You will work out of our designated offices in Makati City, Metro Manila. Our team is on remote work until quarantine is in place. The Villgro team has flexible work schedules, you pick your own work timings, work remotely as needed, but typically the team tries to match our schedules at least a few days a week to organize meetings, etc.

**Compensation:** Competitive salary, commensurate with experience

### **Application**

Interested applicants may send their resume and cover letter to [hello@villgrophilippines.org](mailto:hello@villgrophilippines.org) with the subject line **LastName\_FirstName\_VillgroPH\_ResearchAssociate** by **July 30**. We encourage applicants to be creative with their attachments - share with us who you are through a video, Tiktok, blog, or anything that will help us get to know you better.