



## Manager Operations

**Location:** Nairobi, Kenya

Reporting to the Director of Operations in Africa, New Forests ([www.newforests.com.au](http://www.newforests.com.au)) seeks a qualified candidate for this newly created role. The role is primarily focussed on supporting the existing portfolio assets to maximise fund financial returns.

New Forests is a global investment manager offering high-impact strategies in sustainable forestry and related sectors, with AUD 7.7 billion (USD 5.7 billion) in assets under management across over 1 million hectares (2.6 million acres) of investments. New Forests' investment portfolio consists of sustainable forest plantations, areas of natural forest conservation, carbon projects, rural land and row-cropping, and timber processing. New Forests' vision is to see the forest sector as a key sector in the transition to a sustainable future. To achieve this vision, New Forests' investment strategies support the role of forests as nature-based climate solutions, provide sustainable timber for the growing circular bioeconomy, and contribute to the sustainable development of regional economies and rural communities. New Forests' operates in Australia, New Zealand, Southeast Asia, Kenya and the United States.

### Responsibilities:

- Lead and/or supporting:
  - operational management and overall performance of portfolio assets across Africa, including financial, environment, social and governance outcomes consistent with Fund constituent documents and New Forests' internal processes and systems. This consists of coordinating:
    - annual strategic plans, budgets and third-party valuations;
    - major asset level strategic projects in collaboration with investment business managers and other internal functional teams, including material business development, sales, procurement and stakeholder engagement, as well as any commercial negotiations required;
    - stakeholder engagement (including communities, media, government, certifying bodies and industry);
    - providing investment business level internal and external reporting (monthly/quarterly/annual) for input into Investor and Management Committee reporting, including ESG reporting requirements.
  - oversight of investment property manager/s (both fund owned and third-party) including performance management and reporting.
  - investment business financial operations including review of actual expenses against budget.
  - investment business strategic plans and financial model updates consistent with current internal processes including:
    - investment business budgets for approval, ensuring any significant differences to strategic model are explained and the strategic model updated to represent the budget.
    - third party valuations including, data handover, valuation review/feedback, compilation of valuation change analysis for internal and Investor reporting.
    - insurance coverage as required/available
    - technical forestry and forest industry due diligence work.
  
- Supporting acquisition and disposition of Fund assets in collaboration with the Investments team.

- Liaising internally with New Forests corporate teams to share operational information and intelligence and contribute to information needs and projects across the business.
- Contributing to corporate strategy, governance, sustainability and responsible investment projects and activities across New Forests business. This includes:
  - Liaising with other New Forests functions which support the Assets to ensure effective collaboration and task completion including; finance, legal risk and compliance, investor services, investment analytics and investments.
  - Supporting fund raising and deployment of other New Forests managed fund vehicles.

**We are seeking candidates with the following:**

- A minimum of 5 years of experience in a similar role, ideally with some exposure to timber processing.
- Relevant degree/qualifications (BSc Forestry, Forest Engineering or Environmental Science).
- Experience and understanding of plantation forestry commercial operations, science ,estate modelling, GIS/GPS and information management systems.
- Strong commercial skills including negotiation, financial analysis and formation and interpretation of legal agreements.
- Good Microsoft Office skills including Outlook, Word, Excel.
- Excellent time management and organisational skills with ability to prioritise effectively; Multi-task focus, with a capability to ensure the completion of a number of competing tasks and objectives
- Excellent written and verbal communication skills.
- A keen attention to detail.
- An ability to work independently, as required, and take ownership of the role.
- Ability to build strong relationships, work within a cohesive team; Comfortable working, and maintaining effective communications, in a variety of environments and with different levels of people.
- Ability to adapt to change quickly and effectively.
- Willingness and ability to routinely undertake travel, throughout Africa, including in remote areas and sometimes in challenging conditions.
- An ability to work in a cross-cultural, dynamic environment, with local management teams is essential.

**What can we offer?**

Our environment is busy and supportive, and the team is professional but relaxed. If you join us you would be joining a growing, fast paced business which is a sustainable investment leader in forestry investment. You will also be working with professionals who are passionate about their work!

**To Apply**

Interested candidates should submit a resume and cover letter, explaining your interest and qualifications for the position in PDF format to [careers@newforests.com.au](mailto:careers@newforests.com.au).

Phone calls or unsolicited social media messages will not be accepted.

New Forests is a Certified B Corp and an Equal Opportunity Employer that values diversity and inclusion. We offer flexible working arrangements to all employees to support their work/life balance.