

mLab Southern Africa

Consultant, Expansion

Terms of Reference

Project Background

mLab Southern Africa (SA) is a technology solutions laboratory and startup accelerator that provides entrepreneurs and developers with the support they need to develop innovative mobile, IoT, wearable and data applications and services. Our goal is to build sustainable technology businesses by helping their founders mobilize their services and products to take advantage of the rapid growing base of mobile consumers in Africa and around the world. mLab SA is based at The Innovation Hub in Tshwane and V&A Waterfront in Cape Town, South Africa, and plans to expand to more provinces.

Over the next two years (2016-2018), the mLab has the following strategic goals:

- 1) Launch three new locations in the Northern Cape, Limpopo, and Kwazulu-Natal.
- 2) Facilitate a regional acceleration program designed to identify promising digital entrepreneurs in Southern Africa and provide them with intensive face-to-face and virtual support.
- 3) Increase the investment readiness of mLab-supported entrepreneurs, with an emphasis on building stronger, more sustainable companies.

Scope of Work

The mLab is seeking a Consultant to assist the team with the implementation of the above activities, with a specific focus on coordinating mLab's expansion efforts. The Consultant will develop an expansion strategy for all three new locations, align the strategy across all 5 locations and spearhead the launch of each new site, and provide interim support to new site coordinators.

Deliverables

The primary deliverable will be to develop and implement mLab's expansion strategy. More specifically, the Consultant will be responsible for:

- Developing a comprehensive expansion strategy for the mLab that articulates a detailed operational plan/approach for expansion;
- Articulating a program plan for each new site using mLab Gauteng programming as a template;
- Developing operational and financing plans for each new site that details how a new site will launch, over what period of time, and within the allocated budgets;
- Customize the programming and strategy of each site and align it to a regional strategy.

Duration of Work

The Consultant is expected to work for a minimum of 70 and a maximum of 150 days in the period between November 2016 and July 2017. Depending on performance, an extension may be offered at the end of this period.

Location

The Consultant will be expected to work primarily in Pretoria and Johannesburg, with trips to Cape Town, Kimberley, Polokwane and Durban, South Africa. Travel to other countries in the region and internationally may also be expected on occasion.

Reporting

The Consultant will report to the mLab CEO, based in Pretoria, South Africa, and the World Bank's Innovation and Entrepreneurship unit task team leads, based in Washington, DC, US.

Qualifications

The Consultant should possess a minimum of 10 years of experience, including:

- Experience scaling an existing initiative, program or business across multiple locations;
- Ability to think strategically and creatively about program design decisions, partnership engagement, desired outcomes, and risk management;
- Ability to think and operate flexibly, and problem-solve;
- Ability to build strong relationships and communicate easily with people from all walks of life and at all levels of responsibility;
- A strong network of key contacts in the South African innovation and entrepreneurship ecosystem generally

In addition, the following would be desirable:

- Links to other innovation and entrepreneurship ecosystems in Southern Africa and beyond;
- Experience as an entrepreneur or within a team running an incubator, accelerator, or early-stage fund;
- Experience in government, academic or business functions that are relevant to innovation and entrepreneurship.

Application

To apply for this position, please send a CV and cover letter detailing your experience and qualifications to **info@mlab.co.za**.