

## Job Description

### ECREEE Policy, Regulation and Planning Expert

**Post title:** ECREEE Energy Planning and Policy Expert

**Duty station:** ECREEE, Praia, Cape Verde

**Duration:** 24 months (with the possibility for extension)

#### Background

Under the Global Network of Regional Sustainable Energy Centers (GN-SEC) program, the United Nations Industrial Development Organization (UNIDO) is supporting the ECOWAS Centre for Renewable Energy and Energy Efficiency (ECREEE) in the implementation of the ECOWAS Renewable Energy Policy (EREP) and ECOWAS Energy Efficiency Policy (EEEP) by 2030. Currently, an impact assessment on the achievements under both policies is undertaken. The assessment will provide valuable recommendations for the acceleration and/or readjustment of the established regional and national targets and action plans by 2030. The successful implementation requires harmonization of national efforts and strong capacities of policy makers, utilities, rural electrification agencies and regulators with regard to energy planning, policy, regulations and standards. Moreover, well-integrated energy planning needs to take other cross-sectoral policies and plans into account, including climate change adaptation and resilience. It also needs to consider latest renewable energy technology innovations and cost trends, including frontier solutions such as green hydrogen, digitalization, electric mobility and storage, as well as ocean energy. In the electricity sector, ECREEE is partnering with the West African Power Pool (WAPP), and ECOWAS Regional Electricity Regulatory Authority (ERERA) on the establishment of an West Africa Clean Energy Corridor (WACEC), which is supposed to connect to the continental system promoted by the African Union (AU) Secretariat. With regard to long-term capacities for energy planning, ECREEE is closely partnering with GIZ, IRENA and other centers of the GN-SEC in Africa.

#### General Description

This post is located at the Secretariat of the ECOWAS Centre for Renewable Energy and Energy Efficiency (ECREEE) based in Praia, Cape Verde. In support of the implementation of the EREP/EEEP, the expert will assist the ECREEE Executive Director and the RE&EE Program Managers in the execution of activities related to energy policy, regulation and planning in close coordination with the National Focal Institutions (NFIs) and other national key stakeholders. Moreover, the expert will work closely with the UNIDO GN-SEC Program Manager and his team on implementation issues and joint activities with the other regional centers.

## **Duties and Responsibilities**

### Assistance to the Program Management

- Assist in the development and implementation of the annual ECREEE work plans and budgets related to RE&EE policy, regulation and planning; contribute to the update and implementation of the ECREEE Business Plan;
- Assist in the monitoring of the progress of the EREP/EEEP program and its administrative and financial execution;
- Assist in elaborating periodical reports on the progress and achievements of the EREP/EEEP program in relation to its objectives, results and indicators (incl. analytical recommendations for adaptations and revision of activities etc.);
- Contribute to the expansion of project portfolio of ECREEE regarding RE&EE policy, regulation and planning; develop high-standard concept notes and project documents in line with international donor requirements; work with other GN-SEC on joint project proposals;
- Assist in fund raising activities and contribute to preparation of project proposals to be co-funded by the European Union, the Global Environment Facility (GEF), the Green Climate Fund (GCF), the Climate Adaptation Fund or other partners;
- Contribute to the undertaking of independent evaluations and audits on ECREEE program and project activities;
- Assist in compiling the information and data provided by the National Focal Institutions (NFIs) and other national stakeholders;
- Assist in organizing the ECREEE governance meetings and contribute to the ECREEE Business Plan formulation;

### Technical Tasks

- Support and monitor the implementation of the EREP/EEEP program and provide regular updates on the progress to the ECREEE management; oversee and facilitate the implementation of national policies and secondary actions (e.g. regional standards, regulations, standards); facilitate exchange of knowledge and best practices with other African regions through the GN-SECs;
- As part of the energy planning and scenario development activities, closely coordinate with the ECOWREX team on the collection and dissemination of RE&EE data and analytics;
- Advice ECREEE staff, NFIs, utilities, rural electrification agencies and regulators on RE&EE policy, regulatory and planning issues; facilitate the development of harmonised models, standards, regulations and tools; avoid duplication of efforts; ensure translation of generated model products;
- Closely work with national utilities and the WAPP on capacity expansion plans based on RE&EE; in this context, facilitate the use of modelling and planning software/tools (e.g. LEAP, Message, SPLAT) in energy/climate planning and scenarios; advice on socio-economic and environmental benefits, including for men and women, as well as

climate change adaptation; closely coordinate with WAPP, IRENA and IAEA on the energy planning activities;

- In support of an integrated and inclusive ECOWAS market for RE&EE products and services, facilitate the harmonization of national and regional RE&EE regulation, standards and quality infrastructure; work with the other GN-SECs on a harmonized continental RE&EE market in line with the African Free Trade Area promoted by the African Union;
- Contribute to regional and national policy coherence and facilitate cross-sectoral planning and the mainstreaming of important cross-cutting issues, such as gender and climate change mitigation/adaptation; facilitate the consideration of latest international technology innovations and trends (e.g. digitalization, green hydrogen, electric mobility and storage, ocean energy) in national policy and sector planning;
- Participate in RE&EE discussions in the region and draft reports, policy briefs and presentations; organize related policy and planning workshops and conferences;
- Prepare complex procurements (tender documents) and effectively implement and monitor the assignments of contracted consultants and project implementers;
- Assist in the development of on- and off-line training tools and toolkits related to RE&EE policy, regulations, standards and planning; organize regular training workshops with national and regional key stakeholders; contribute to the establishment of train the trainer networks;
- Assist in the coordination of the joint activities under the GN-SEC; take leadership in a joint working group regarding policy and planning;
- Actively participate in the organization and hosting of roundtables, workshops, lectures, and seminars on ECREEE's activities to contribute to building a country-specific policy related knowledge base of the institution;
- Assist in the implementation and monitoring framework for the development, adoption, and execution of the National RE Policies (NREPs) in the ECOWAS region;
- Provide support for policy-related training workshops for ECREEE staff and ECOWAS Member States to strengthen implementation capacities;

### Communication

- Build collaborative partnerships between ECREEE and other international centers, initiatives with a view to leverage know-how and technologies;
- Ensure harmonization of program activities with other donor initiatives and alignment with local initiatives and support systems; closely coordinate with the harmonisation efforts of the African Union (AU);
- Establish an effective dialogue with ECOWAS/WAPP/ERERA and national institutions on regional policy, regulation and planning;
- Establish strategic links to loan and equity finance institutions (such as development banks in donor countries, national or regional development banks, World Bank);

- Engage relevant stakeholders in renewable energy and energy efficiency policy dialogue including public institutions, civil society and private sector;
- Create synergies to other UNIDO and GN-SEC programs and projects;
- Develop and implement regional RE&EE awareness campaigns on policy issues, including gender and energy;
- Ensure effective public relations and publication of information to different target groups (communication strategy, forums); disseminate the information throughout the ECOWREX and the GN-SEC information portal; ensure visibility of UNIDO and the GN-SEC;
- Actively contribute to the GN-SEC platform activities and contribute regularly to the GN-SEC newsletters;

### **Qualifications, Experience and Skills:**

- Candidate must be a Citizen of an ECOWAS Member State; Women are encouraged to apply;
- Second Level University Degree (Master Degree) in electrical engineering from an accredited University;
- At least At least 3 years of work experience in RE&EE policy, regulation and preferable power systems planning within ECOWAS; experience with capacity expansion plans of utilities is an asset;
- Basic knowledge of renewable energy solutions and their applications, incl. solar photovoltaic and thermal, wind, hydro, geothermal, bioenergy and ocean energy technologies.
- Basic knowledge of energy efficiency solutions, including standards for lighting, electric appliances, cooking and transport.
- Knowledge in the use of technical software and tools (e.g., PSS/E, ETAP, DigSILENT or PSCAD, LEAP etc.) for the analysis and modelling of power and energy systems is a strong comparative advantage; knowledge of planning software for rural decentralised RE planning is an additional asset;
- Demonstrated knowledge and experience in data analysis tools (e.g. excel, R, Python and BI etc.), including GIS visualisation tools; is an asset;
- Proficiency in the use of word, mathematical presentation, and communication processing tools (viz. Word, Excel, PowerPoint, Access, and other similar software) is a pre-condition;
- Good analytical writing and strong communication skills.
- Experience with donor coordination in the energy sector will be considered an advantage;
- Demonstrated communication, problem-solving, research and analytical writing skills;
- Ability to work under pressure in a multinational environment and handle politically and culturally sensitive issues;

**Languages:**

- Applicants must be fluent in English. Another official ECOWAS language is an asset: French and/or Portuguese.

**The electronic application contains the following documents:**

- Detailed CV
- Motivation or Cover Letter
- Track record of assignments of similar scope and focus (list of int. projects and descriptions)
- Scanned copy of highest university certificate and other technical certifications, licenses and quality standards related to the assignment
- Scanned copy of passport