



Sustainable Energy for Economic Development (SEED) East Africa Regional Coordinator Contractor Position

RMI is seeking exceptional candidates for an East Africa Regional Coordinator position. Regional Coordinators have a deep understanding of the energy sector and politics in the regions they cover and are also creative problem solvers who use their quantitative and analytical abilities to conduct compelling quantitative analyses around vital energy issues in sub-Saharan Africa. They collaborate with team members to craft visionary yet practical solutions with and for our partners in governments and development agencies.

Location

The East Africa Regional Coordinator will be based in an **East African country**.

Background

Rocky Mountain Institute (RMI)—an independent, non-partisan nonprofit founded in 1982—advances market-based solutions that transform global energy use to create a clean, prosperous, and secure low-carbon future. We engage businesses, communities, and institutions to cost-effectively shift from fossil fuels to efficiency and renewable energy solutions. The organization has over 150 professionals, and offices in New York City, Washington D.C., Boulder, Colorado, Basalt, Colorado, and Beijing.

The Sustainable Energy for Economic Development (SEED) Program

Globally, 1.2 billion people lack access to electricity; yet reliable electricity is crucial to human well-being and to a country's economic development. If the economies of sub-Saharan Africa are to continue their rapid rates of growth, their citizens and businesses will need access to affordable, clean, and reliable electricity.

SEED works with governments, utilities, development partners, and private sector energy developers in sub-Saharan Africa to drive affordable, efficient, whole-systems energy programs that incorporate emerging distributed, renewable technologies and rapidly provide energy access to those without electricity. We support increasing energy access through single-country engagements and cross-cutting efforts that scale what we learn on the ground more broadly. SEED provides two main services: impartial technical, policy and financial advice on energy system development to governments, and collaboration with government, development partners, and the private sector to ensure successful implementation of our recommendations.

Job Description

The East Africa Regional Coordinator will be the SEED program's on-the-ground representative and a key contributor to our analysis and implementation efforts in the region.

The East Africa Regional Coordinator will be responsible for the following:

Regional Coordination

- Coordinate and support local partners in development of deliverables and tasks
- Check in on partner progress, particularly when the rest of the team is not in the region
- Organize agendas, presentations and talking points for specific meetings in East African countries
- Identify project risks that would impact the delivery of SEED implementation plans, and identify measures to mitigate those risks
- Coordinate team visits, helping to schedule meetings with key stakeholders and supporting optimum productivity and achievement
- Support project oversight, monitoring, and evaluation as needed when initiatives move into execution, operation, and maintenance phases
- Support the development of local and regional partnerships, identifying opportunities for strengthened delivery of the SEED Program

Research and Analysis

- Provide quantitative analysis, modeling, and support to our projects
- Locate and manage high quality data that allow us to shed new light on problems and solutions
- Create creative problem solving approaches to drive project insight
- Synthesize recommendations into clear and compelling presentations and written reports
- Present quantitative information in a clear, visual format

Stakeholder Engagement and Communications

- Liaise with relevant ministries, utilities, and other partners to ensure effective coordination of activities and promote communication between stakeholders
- Follow-up with stakeholders when slow response times are jeopardizing progress
- Preparation of operational and communication materials as required, including internal reporting and external presentations to local stakeholders and stakeholder groups
- Support local convening and events as required, managing logistics and outreach
- Identify opportunities and requirements for local stakeholder workshops and events, including community consultation events

Minimum Qualifications

- Bachelors degree in engineering, science, or public or business administration
- Strong verbal and writing communication skills
- Proficient with Microsoft Office
- Knowledge and experience of inter-disciplinary energy and/or development planning

- An understanding of energy systems and politics in East Africa
- Tolerance for adversity and uncertainty and an interest in working and thriving in challenging developing country environments

Preferred Qualifications

- Advanced degree in engineering, science, or public or business administration
- At least 5 years of professional experience in the energy sector or related field with a working knowledge of planning, energy efficiency, and renewable energy technologies being an asset
- At least 2 years of professional experience in working with multi-disciplinary teams
- Extensive experience in working with governments, multilateral and bilateral development agencies in East Africa
- Understanding of multi-lateral development bank programming and disbursement modalities is an asset
- Strong communication and advocacy skills and an ability to work in a complex environment
- Excellent analytical, organizational and negotiation skills. Ability to demonstrate tact and diplomacy and be an excellent team player

Travel

The East Africa Regional Coordinator will travel up to 50% of the time, including travel to RMI's offices in the United States.

Position Type

This is a **contractor** position that will be paid on an 8-hour max daily basis with reimbursement for relevant expenses. It is estimated that this position will be approximately 40 hours per week through June 2018.

To Apply

Interested applicants should submit a cover letter and CV to seed@rmi.org with the subject "**East Africa Regional Coordinator Application**"

Candidates who do not provide a compelling answer to the question ***Why are you interested in working at Rocky Mountain Institute?*** in their cover letter may not be considered. Additionally, incomplete application materials (for example, a missing cover letter) may not be considered.

RMI is an equal opportunity employer.

No phone calls please.