



**Title:** Belize National Project Coordinator (Short Term Consultant)

**Duration:** 3-4 months

**Duty Station:** Belize

**Background:** Island nations are in a unique position to reduce their dependence on imported fossil fuels and benefit from the positive environmental, social, and economic impacts of using sustainable energy sources. They can combine their abundant renewable resources with economically viable technologies to become more independent and resilient.

By accelerating the transition of Caribbean nations to include more renewable energy generation and energy efficiency, island governments, utilities and other stakeholders can:

- Reduce the dependence on imported fossil fuels and greenhouse gas emissions
- Stabilize the cost of electricity for households and businesses
- Increase investment opportunities and investment returns on-island
- Increase resiliency of the grid and defer maintenance on transmission and distribution
- Enhance and diversify the local job market with higher-skilled, better paying jobs

In the process, Caribbean nations will demonstrate that entire economies can transition to low-carbon solutions while improving their long-term outlook.

The Rocky Mountain Institute has partnered with the Clinton Climate Initiative to jointly implement the [Islands Energy Program](#). The Islands Energy Program helps scale renewable projects and supports the capacity of islands to achieve their sustainable energy goals by delivering technical expertise, engaging with governments, utilities and island stakeholders, and providing communications support. The Islands Energy Program brings a diverse mix of skills and experience in integrated resource planning, project identification and development, construction implementation support as well as a range of business advisory services. The Islands Energy Program also leverages an array of consulting services from leading engineering and consulting firms, as well as legal and financial advisory firms in the power generation and transportation sectors.

The Islands Energy Program's approach is facilitated by a comprehensive plan (['The Playbook'](#)) that provides clear guidance, steps, and helpful tools for islands to develop and execute their energy transition vision.

**Overview:** The National Project Coordinator (hereon referred to as the Consultant) will provide a key role in the execution of the Islands Energy Program work in Belize.

The Consultant will support timely and effective implementation of deliverables which support the evolution of the electricity sector, which will be developed by the Islands Energy Program and the local Belize Leadership Team comprising the Government of Belize, the Public Utilities Commission (PUC), and Belize Electricity Ltd (BEL).



**Responsibilities:** The Consultant will be responsible for assisting the Islands Energy Program, the Government of Belize, the PUC, and BEL with consolidating electricity assessments, coordination amongst stakeholders in the energy sector in Belize, and assisting in projects in the following areas: renewable energy, energy efficiency, electric mobility, and rural electrification (microgrids).

More specifically, the Consultant will be responsible for the following:

***Project Management:***

- Project analysis, data quality control, data management, and procurement support for the Islands Energy Program portfolio of work in Belize;
- Coordination between the Belize Leadership Team and the Islands Energy Program to ensure delivery of project milestones;
- Supporting project oversight during the project execution, and operation and maintenance phases of renewable energy projects, including remote microgrids;
- Identifying project risks that would impact the delivery of Belize's implementation plan, and identifying measures to mitigate those risks; and
- Coordination of the Islands Energy Program visits to Belize and arranging meetings with local stakeholders.

***Stakeholder Engagement and Communications:***

- Liaising with relevant ministries, PUC, BEL, private sector parties, and grant administrators to ensure effective coordination of activities and promote communication between stakeholders;
- Preparation of operational material as required, including internal reporting and external presentations to stakeholder groups;
- Maintaining on-going engagement and consultation to ensure all relevant stakeholders, including Government, PUC, and BEL, remain well informed;
- Supporting stakeholder convenings and events, managing logistics and outreach as required;
- Identify opportunities and requirements for local stakeholder workshops and events, including community consultation events; and
- Working closely with the Islands Energy Program Communications team to ensure reporting of all relevant local news items and press releases, ensuring a coordinated approach to delivery of the joint communications strategy.

***Research:***

- Sourcing and collating data as required by the the Islands Energy Program team to inform studies, reports, and recommendations required to progress project implementation; specific topics may include remote microgrids, vehicle electrification, and energy efficiency program implementation;
- Reviewing technical and policy documents, proposals and reports relevant to Belize's energy plans and transition; and



- Identifying renewable energy projects, assessing their potential for success, and developing strategies for their implementation with Islands Energy Program support.

***Partnership Building:***

- Supporting the development of local and regional partnerships, identifying opportunities for strengthened delivery of the Islands Energy Program; and
- Promoting the CARILEC Renewable Energy Community (CAREC) platform, which brings together policy makers and utility representatives to collaborate with a dedicated internet portal. The portal focuses on integrating energy efficiency and renewable energy into Caribbean electricity grids.

**Travel:** The Consultant should be based in Belize as they will act as the local representative of the Islands Energy Program. Approved travel expenses shall be reimbursed in accordance with Rocky Mountain Institute travel policies.

**Period of Performance:** This role is intended to be for the duration of September 4<sup>th</sup> to December 31<sup>st</sup>, 2017. An opportunity to extend is at the discretion of the Rocky Mountain Institute and dependent on budget availability and work activities planned for 2018 in Belize.

**Minimum Qualifications:**

- Bachelor's degree in engineering or similar field, natural resource management, geography, public or business administration or similar field;
- At least four years of professional experience in project management or the private sector related to energy or a similar field; and  
Experience working with the Government of Belize, BEL, PUC, multilateral, and bilateral development agencies and building long-term relationships.

**Preferred Qualifications:**

- Knowledge and experience of energy and/or development planning in Belize;
- Working knowledge of renewable energy technologies and their capabilities;
- Excellent communication skills;
- Self-motivation and the ability to work independently and manage his/her own time and schedule to push projects and initiatives forward;
- Strong teamwork skills and collaborative approach;
- Ability to work remotely with colleagues based outside of Belize; and
- Excellent analytical and organizational skills.

Applications should be submitted to [belizenpc@rmi.org](mailto:belizenpc@rmi.org) on or before August 30th, 2017. Please provide an up-to-date cover letter, resume, a daily rate and any other supporting material.