

**Senior Program
Implementation Specialist
Consultant (PMU)
Pacific Islands States (PSIDS)
Consulting Role-Pacific based**

Background:

The International Solar Alliance is an inter-governmental organization headquartered in Gurgaon, India. The vision and mission of the International Solar Alliance are to provide a dedicated platform for cooperation among solar resource-rich countries where the global community, including bilateral and multilateral organisations, corporates, industry, and other stakeholders, can make a positive contribution to assist and help achieve the common goals of increasing the use of solar energy in meeting energy needs of ISA Member Countries in a safe, convenient, affordable, equitable and sustainable manner. For further information about ISA, please refer to the ISA website- <https://isolaralliance.org/>. Recognizing access to reliable electricity as a pivotal determinant at the community level, the ISA Secretariat has launched nine (9) comprehensive programs to deploy affordable solar energy across ISA's member countries to build on programmatic support, capacity building and analytics, and advocacy.

Scope of work

Coordination & Management Support

1. This is a **donor-funded role** supporting ISA's program implementation in the Pacific
2. Act as a national point of contact between ISA NfP and the government counterparts for ISA activities and represent ISA in national and regional events in the Pacific
3. Lead, manage, and coordinate the day-to-day operations, following up with the country NFPs in the Pacific on the work progress and the related documentation
4. Undertake day-to-day planning, management, implementation, and coordination of the ISA project activities and be responsible for ensuring that implementation, planning (budget utilization – under a tight-knit Project Management unit procurement, work plans) and reporting¹ are in accordance with the legal agreement between ISA and the Government of Fiji
5. Provide strategic engagement, networking, and collaboration with NFP Fiji and the line Ministry, Ministry of Public Works, Meteorological Services & Transport (Energy Department), and other stakeholders, including contractors and private sector developers representing ISA
6. Establish and coordinate a country network of public and private key stakeholders in the solar sector; maintain a database to be used by ISA and ensure effective data collection and knowledge management and contribute to the ISA information system and communication
7. Identify and engage with relevant stakeholders to develop a strategy for implementation of the identified project, including, but not limited to, identification of capacity building needs, institutional structure for implementation of the initiative, identification of financing instruments to mobilize institutional and private capital such as risk mitigation instruments, carbon credits, blended concessional finance, etc.
8. With close consultation with the NFP, support the arrangement and organization of the ISA Country Missions, field visits, etc.
9. Manage critical issues, providing backstopping and proactively developing redress solutions to the overall processes of project identification and implementation
10. Proactively manage ISA and partner advocacy requirements through effective media and other engagement channels.

11. Conduct baseline, collect data through secondary research and stakeholder consultation, bilateral meeting with the ministries to assess the current solar deployment inter alia, regional coverage in the country, current electrification status including access to & reliability of grid connection, identification of geographical hotspots of un-electrified areas for Mini-grid and Solar Rooftop deployment including load profile assessments
12. Support investment readiness in the sector and also identify viable country-specific business models for solar mini-grids, solar rooftops, and solar park projects in Fiji and support in the identification of national/regional/global partners for implementation
13. Prepare project identification forms and ensure that the quality of project inputs meets the expected standards and is sufficient to produce project outputs and targets
14. Provide advice on solar-related opportunities, challenges, and issues to the beneficiaries as required and organize conferences, training, and capacity-building workshops as and when required
15. Support in developing, approving, and signing the Country Partnership Agreement/Country Partnership Framework for Collaboration
16. Ensures effective and continued technical monitoring and report of project performance to ISA project teams and the preparation of high-quality and results-oriented progress reports of ongoing and planned activities
17. Prepare quarterly project reports using the standard template agreed by ISA and timely to present them to the project team, including providing substantive inputs and data for external project reports as necessary and required by the project teams
18. Identify best practices and lessons learned from the project and from other initiatives that feed into the project's overarching goals and objectives, including the development of knowledge products
19. Effective management, sound coordination, and timely implementation of project activities conforming to ISA policies and regulations
20. Any other tasks but not limited to the above and as assigned by ISA as and when required

Competencies:

Professionalism: Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations.

Communication: Speaks and writes clearly and effectively; able to interact with senior government and private sector leadership; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way

communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed; ability to disseminate information through online platforms, social media and traditional methods.

Teamwork: Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

Planning & Organizing: Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

Relevant Experience & Requirements:

Essential:

1. Tertiary education in engineering/international Relations/business /Journalism/ environmental sciences and/ or energy management or other related areas from a recognized Institute/University.
2. At least 8 - 10 years of demonstrated business and international project-based relationships experience in the Pacific (including within the renewable energy sector).
3. A good understanding of the solar energy business models, advocacy, publicity, and international Relationship Management, as well as factors that underpin investment readiness in the solar energy sector

Desirable:

1. A university degree in business administration, international relations, and finance is highly desirable.
2. Previous experience working with the Government sector/donors/international organizations is preferred.

Your pay and benefits

This will be discussed during the final interview

Applications close: 10 January 2024 at 12 midnight IST

Please apply in confidence by emailing careers.isa@talenttribeconsulting.com. Your application should include a cover letter of no more than two pages and your CV. Further information on the recruitment process, the guidelines, etc., can be found under the weblink: <https://isolaralliance.org/careersatisa/vacancies>