International Solar Alliance (ISA) is looking for a Legal Consultant to provide legal and regulatory support on a variety of issues in the areas of compliance, contract management, policy development, regulatory support etc. A successful candidate for this contract will be a highly motivated and experienced with a track record of managing legal and regulatory issues. They will possess a deep understanding of contract and international law. Knowledge of electricity and renewable energy law and policy would be preferable. The ideal candidate will excel at communication, collaboration, and contract management, effectively engaging with a diverse range of stakeholders, including government agencies, international organizations, and government officials.

Terms of Reference:
Scope of work, roles and responsibilities include but are not limited to:

1. **Legal support**
   a. Draft legal opinions and responses to legal queries, and interpret policy and governing documents.
   b. Provide support for the preparation of papers and reports addressing legal, institutional, and administrative aspects of ISA activities, including through research and analysis.
   c. Review any issues, complaints and concerns raised by stakeholders and provide advice on how best to address those issues.

2. **Policy Development**
   a. Support the development of internal policies and procedures.
   b. Review legal implications of existing internal policies and procedures and provide solutions to mitigate gaps.
   c. Identify policy, legal, and institutional issues as well as emerging problems concerning the implementation of legal and policy responses and recommend appropriate actions.

3. **Contract negotiations**
   a. Draft, negotiate and review agreements with member countries and partners’ entities.
   b. Identify the legal rights and obligations of ISA in agreements and highlight any risks and deviations from standard practice to the Legal Specialist.
   c. As needed, provide guidance on contract matters to various internal ISA stakeholders or other operational staff.

4. **Knowledge Management**
   a. Facilitate knowledge management and knowledge retention through maintenance of data base of relevant legal and policy responses.
   b. Contribute to the preparation of learning events, including online materials and legal training.
   c. Support in the development of a Contract Management System for ISA.

5. **Regulatory Support**
   a. Conduct extensive research and analysis on clean energy regulatory frameworks in member countries and identify possible regulatory interventions by ISA.
   b. Draft concept notes, coordinate meetings, manage timelines for ongoing and future regulatory activities in various countries.
   c. Support the drafting of tender documents for various regulatory projects including terms of reference, evaluation criteria etc.

Perform any other duties as may be assigned by the Legal Specialist, in the area of work.
**Functional Requirements:**

a. English is the working language of the ISA Secretariat. For the work execution, fluency in oral and written English is required. Knowledge of other languages (i.e., French, Spanish and Arabic) would be an advantage.

b. Advanced university degree (Master’s degree or equivalent) in environmental or clean energy law or related field, preferably with specialization in public policy, international environmental law, international clean energy law or climate change.

c. A first-level university degree in law in combination with additional 2 years of relevant experience in clean energy issues may be accepted in lieu of the advanced university degree.

d. A minimum of 8 years of relevant experience in clean energy law or related field, including a background in legal drafting, reviewing and negotiating of contracts, and other legal documents, is required.

e. Satisfactory skills in Outlook, MS Office products, and various ERP systems is highly desirable.

f. Ability to work effectively in a dynamic, fast-paced, high-volume, results-oriented environment. Ability to work collaboratively with people from diverse backgrounds, geographies and cultures.

g. Good communication skills, able to interact with senior government and private sector leadership from across the globe. Active listener, correctly interprets messages from others and responds appropriately, tailor’s language, tone, style and format to match audience.

h. Demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, maintaining confidentiality, 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.

i. Planning, organizing and developing clear goals that are consistent with agreed strategies; identifying priority activities and assignments, foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

**What you need to do**

If you’re interested in this role, please forward an up-to-date copy of your CV to:

careers.isa@talenttribeconsulting.com

**Last date to Apply:** 19th May 2024 at 12 midnight IST