

**Consultant – Japan World
Trade Expo (2025)**

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.

Purpose of the Position:

The Consultant will oversee the support, management, and operations on behalf of ISA regarding the World Expo 2025 in Osaka, Japan (including the ISA's Pavilion). Reporting to the COO & the Commissioner General (at ISA), the incumbent will coordinate all tasks, ensuring the successful execution of the ISA's objectives through the Expo.

Scope of work

- **Project Oversight:**

- Ensure seamless coordination between ISA, PMA, and Japan Association to align activities with ISA's vision and Expo 2025 guidelines.
- Provide support and guidance to the PMA in content development, design implementation, and overall project execution.
- Monitor project timelines, budgets, and deliverables to ensure adherence to ISA's objectives and deadlines.

- **Stakeholder Engagement:**

- Act as the primary liaison between ISA and Expo 2025 organizers, government entities, and partner organizations.

- **Content Support:**

- Work closely with the PMA to ensure exhibition content aligns with ISA's mission and objectives, as well as Expo 2025 themes.
- Provide input and assistance in the development of engaging and informative content that showcases ISA's initiatives and achievements.

- **Quality Assurance:**

- Conduct regular reviews and assessments to ensure the pavilion's design, construction, and content meet ISA's standards of excellence and sustainability.
- Address any challenges or discrepancies promptly to maintain the integrity and effectiveness of the pavilion.

- **Vision Alignment:**

- Uphold ISA's vision of promoting solar energy as a catalyst for sustainable development, innovation, and global cooperation.
- Ensure that all pavilion activities and messaging reinforce ISA's commitment to empowering lives with solar energy.

- **Media Management:**

- Develop and execute a comprehensive media strategy to enhance the visibility of ISA's pavilion at Expo 2025.
- Coordinate with media partners, journalists, and influencers to promote ISA's initiatives and activities at the pavilion.
- Manage press releases, media kits, and other communication materials to ensure consistent and accurate messaging.
- Monitor media coverage and provide regular reports to the ISA Secretariat on the impact and reach of media activities.

What you will need to succeed

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.

Pay and benefits

To be discussed with the successful candidate

Applications close: 25 July 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>