

Sustainable Energy Project Development & Gender Specialist

The **Caribbean Centre for Renewable Energy and Energy Efficiency (CCREEE)** is an institution of CARICOM with a mandate to promote Renewable Energy (RE) and Energy Efficiency (EE) investments, markets and industries in the Caribbean. CCREEE aims at improving access to modern, affordable and reliable energy services, energy security and the mitigation of negative externalities of the energy system by promoting RE and EE; supported by the CARICOM Energy Knowledge Hub (CEKH), hosted at the CCREEE, and designed to enhance, inter alia, the efficiency and effectiveness with which intelligence is created and shared among stakeholders.

Working fulltime from the CCREEE office in Barbados and reporting directly to the Executive Director, the Sustainable Energy Project Development & Gender (SE PD&G) Specialist will participate as a team member in establishing the Centre and its strategic positioning regionally and internationally; in executing the first operational phase; and in designing and implementing the program and project portfolio of the Centre. Key responsibilities:

- establishment of the Project Preparation Facility (PPF) in close cooperation with CARICOM stakeholders;
- providing early project definition, scoping and enabling environment assessment;
- contributing to the mainstreaming of EE aspects into RE programs and projects;
- managing the processes for submission, review and approval of requests to the PPF;
- guiding and supporting development and implementation of RE and EE projects per the annual work plan;
- monitoring and reporting of the PPF portfolio; identifying issues and mitigating risk; preparation of progress reports and related documentation;
- participating in the mobilization of funds from development partners and the private sector;
- supporting the development and execution of RE and EE Investment and Business forums;
- representing the Centre and sensitizing partners and stakeholders on PPF, RE and EE issues and coordinating common activities; raising awareness on SE opportunities in the Caribbean region and internationally;
- contributing to articles and press releases on RE and EE activities of the Centre;
- establishing strategic partnerships with development partners, international and regional organizations, financial institutions, the private sector and regional programmes related to SE;
- collecting gender responsive baseline data relevant to project planning and monitoring; identifying the share of female and male direct beneficiaries;
- carrying out participatory gender analysis to fully consider context, opportunity and potential impact; developing a Gender action plan and devising appropriate measures to promote gender equality;
- ensuring that key project activities are gender responsive; working with CCREEE team members to elaborate project activities integrating gender considerations and ensuring gender disaggregation;
- developing a Gender action plan for CCREEE projects with annual outputs to facilitate implementation of activities that promote gender equality;
- ensuring up to date knowledge and institutional capability in RE&EE; active participation in RE&EE policy dialogue and development in the Region and internationally.

Position Requirements:

- Citizenship in a CARICOM Member State.
- Masters Degree with focus on RE or EE or Bachelors degree in engineering with postgraduate studies in Economics or Finance, or other as deemed suitable by CCREEE Administration and HR Standing Committee.
- 10 years' experience in Project Development with track record of creating bankable projects for investor markets.
- Experience in international development cooperation and management of development partnerships.
- Experience in the SE sector in the Caribbean region or small island environment.
- Demonstrated understanding of gender equality and women's empowerment in the field of energy.
- Strong analytical and analytical writing skills.
- Computer and internet proficiency including MS Word, Excel, PowerPoint and Access, email and financial/administrative systems; experience with content management systems of websites is desirable.
- Flexibility to travel and adapt to various working environments.
- Proficiency in English; knowledge of Spanish and or French is an added value

Applicants should submit the following:

1. a cover letter outlining motivation and the relevance of experience and qualifications to the role;
2. a full résumé of personal (including citizenship), educational & employment details (reverse chronological order);
3. the names and contact information (telephone and email) for four professional referees. *In no instance will a referee be contacted without prior notice to and consent of the applicant.*

Please submit your confidential application by email, captioned "**CCREEE Sustainable Energy Project Development & Gender Specialist**" in the subject line, to: **LPD Hall & Associates at info@lpdhall.com by May 24th, 2019.**