

Chief of Unit, Programmes & Project Implementation

(P4*) – This is a 2-year contractual role – mutual renewal subject to terms and conditions.

This is a historic space in time for ISA as it steers the global energy transition. Do you see yourself leading and shaping the program implementation for solar power across the globe? Can you envision transformation through programs that lock-in emissions for decades to come? Then this exceptional opportunity may be for you.

Your New Organisation

The International Solar Alliance (ISA) is an international organisation, co-founded by France and India. The ISA is a 110 member-state organisation, headquartered in Gurgaon, National Capital Region of India. At ISA, we strive to transition and transform the energy sector from fossil based to a zero-carbon solar energy source. We are establishing a dedicated platform of cooperation among solar rich countries where the global community, including bilateral and multilateral organizations, corporates, industry, and other stakeholders, can make a positive contribution to the solar energy transition. We are helping our Member States meet their energy needs in a safe, convenient, affordable, equitable and sustainable manner.

Your New Role

Reporting to the Director-General (DG) or a designated officer, this role will define, drive the delivery of programs and projects through a team of professionals - both International and National Officers. and support (General Service level) staff members. These professional staff will include regional and sector specialist(s) who support implementation of Programmes and projects. The role will also lead the conceptualization, planning, designing and implementation of ISA's programme & projects across the ISA member countries through engaging with a broad range of senior stakeholders. S/he will also ensure the programmatic relevance and strategic positioning of ISA, through timely implementation of all programs, technical advisory and advocacy efforts, implementation of country partnership framework and strengthening partnerships with stakeholders, including private sector players, for successful planning and implementation of Programmes and projects. S/he will also coordinate capacity building training and solar skills agenda for various ISA programmes and projects.

Your Broader Scope of Work (but not limited to)

- Develop the strategic vision and plan for the PPIC unit including the delivery roadmaps with clearly identified interdependencies.
- Ensure all deliverables are delivered well within the agreed deadlines

- Take full leadership accountability for managing and driving program/ individual projects
- Conduct a global review of the current ISA Programmes, projects, activities, Task Force and Support Group Committees and implement an annual work plan for the programmes.
- Define for each programme a set of projects and activities to be taken in a coordinated manner by Member Countries and relevant partner international organizations and public and private stakeholders.
- Ensure that Programme implementation operates efficiently, effectively and with value for money as approved by the Assembly in the Work Plan.
- Establish and oversee the implementation of divisional and individual annual workplans, objectives, performance measurements, standards, and budgets; and monitor results against expected performance under the allocated programmes and projects.
- Provide oversight to development and implementation of training and skills enhancement modules related to Programmes and ISA's programmatic support to member countries.
- Pursue/support new policy and programme opportunities in the area of solar energy; formulation of new Programme and projects in consultation with member country governments and other development partners
- Promote quality standards, harmonization and synergy with other divisions across ISA, for instance, for the dissemination of recommended practices etc.
- Organization and leadership of Programme and project reviews and evaluations.
- Support the development of a knowledge system for synthesis of lessons learned and best practices of policy and programme relevance.

Any other specific or strategic tasks and responsibilities assigned by the Assistant Director- General and Director-General of ISA

Education

Advanced university degree (Master's degree or equivalent degree) in Science, Economics, Business Administration, Engineering, Management including Energy Management, Public Administration or related discipline required.

What you will need to succeed

- A minimum of 15 years of experience in multilateral organization (including UN), Government, public sector, private, academia, non-governmental sector, corporate), with increasing responsibility in the design and development of policies and programmes internationally.
- At least 5 years from the above experience requirement will have been at a P4 level equivalent (UN Common System) – preferably managing project

action (real time) internationally. This should have been within the solar sector.

- Proven experience in leading implementation teams and providing policy advice
- Demonstrated track-record of excellence in delivering the work programme of complex institutions.
- Demonstrated performance and experience in implementation of energy efficiency/ renewable energy projects.
- Ability to mobilize support from a wide range of partners (public, private, academic, civil society, business community leaders).

Languages & IT skills

The role demands substantial writing and verbal communications skills. As English is the official and working language of the Organization, excellent command of both written and spoken English is required. Knowledge of other languages (i.e., French, Spanish and Arabic) would be an advantage. The role demands substantial writing and verbal communications skills.

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Satisfactory skills in Outlook, MS Office products, and experience with the various ERP systems required to manage this role is required.

Your Place of Work (if successful with the recruitment process)

This role will be based out of the Secretariat of the ISA, Gurgaon, Haryana State, or at the ISA's facility in Delhi, India or any other facility deemed necessary by the ISA.

Your pay and benefits

The ISA offers a competitive remuneration package (salary and benefits) guided by the UN Common System; ISA aims to become an employer of choice. Consequently, ISA offers competitive salary and benefits.

At ISA, we value a diverse, inclusive workforce and provide an equal employment opportunity for all our employees and applicants. We will consider all qualified applicants without regarding an individual's race, colour, gender/gender expression/orientation, and religion.

The ISA seeks to obtain and retain a staff reflecting its geographical representation and diversity and as such, primarily prefers and recruits staff from its member countries. The ISA maintains a retirement age of 65 years.

Applications close: 7 March 2023 at 12 midnight IST

- Please **apply** in confidence by email: careers.isa@talenttribeconsulting.com Your application should include a cover letter no more than 2 pages and your CV. Further information on the

recruitment process, the guidelines etc can be found under the weblink:
<https://isolaralliance.org/careersatisa/vacancies>

* <https://info.undp.org/gssu/onlinetools/SalCalcLocal/SalCalcLocal.aspx>

PARTNERSHIP AND STRATEGY SPECIALIST (P3*)

Do you see yourself spearheading the pivotal decade of clean energy transition, through mobilising and strengthening existing partnerships for the ISA? Do you envision unlocking strategic partnerships that lock in emissions for decades to come??? ... then read on ...

Your New Organisation

The International Solar Alliance (ISA) is an international organisation, co-founded by France and India. The ISA is a 112 member-state organisation, headquartered in Gurgaon, National Capital Region of India. At ISA, we are inspired by the thought of easing solar deployment globally. We are transforming the energy sector from fossil based to a zero-carbon solar energy source. We are establishing a dedicated platform of cooperation among solar rich countries where the global community, including bilateral and multilateral organizations, corporates, industry, and other stakeholders, can make a positive contribution to the solar energy transition. We are helping our Member States meet their energy needs in a safe, convenient, affordable, equitable and sustainable manner.

Your New Role

Reporting to the Chief of Unit, Governance and Partnership or a designated officer, you will be responsible for providing a strong support towards the strategic development of partnerships with the view to stepping up the resource mobilisation efforts at ISA. You will support the implementation of country partnership framework, ISA's partnership strategy and oversee the corporate advocacy strategy. You will also ensure an increased awareness of the ISA's mandate and goals; training of staff on effective partnership-building.

Your Broader Scope of Work (but not limited to)

- Negotiate with the ISA partners on their business needs, technical integration exercises
- Advise on Investment [ROI], risk management, and cost-benefit [CBA] strategies.
- Support the Resource Management activities through strongly inputting into the process design for anchor investment groups and relationship tracking structure.
- Negotiate deals with key consulting firms and vendors resulting in the streamlining of the existing relationships internationally.
- In collaboration with the Communications Team, oversee and guide multi-platform/cross-geography, partnership planning and indicator tools (e.g., scorecards and KPI's).

Education

- Advanced university degree (Master's degree or equivalent or higher) in International Relations, Business Administration, Economics, Political or social sciences, or any related field. Any other educational qualification combined with relevant partnership work experience within the SIDs/LDCs.
- A first-level university degree in combination with 4 additional years of qualifying relevant experience may be accepted in lieu of an advanced university degree.

What you will need to succeed

Required

- A minimum of 12 years of relevant professional work experience in Multilateral Organisations/International Relations/ Governments/ donor partnerships/public relations.
- The above should include at least 4 years at mid-management level within a Solar/Climate/development/ multilateral /public sector/private sector organisation.
- A strong experience in collaborative leadership, that has ensured strategic direction being provided to internal and external groups
- A proven ability to develop and scope new initiatives and projects, drafted proposals, statements of programs, and other activities related to progressing international donor and development partnerships.
- A deep understanding of the relevant UN conventions like the UNFCCC
- Proven experience in establishing smooth relationship solutions, program support operations, and other day-to-day activities required to meet the member country objectives.
- Ensuring that all agreed tasks are performed is executed within set deadlines and within established budgets
- A strong experience in maintaining and fostering relationships with international agencies/government focal points/NGO/CSO groups/foreign embassies/Foundations and officials
- A proven ability to convey complex messages clearly—oral and written — and to influence multiple external audiences as well as internal colleagues at all levels.
- Proven track record of overseeing and producing policy briefs and communications products in various formats.
- Proven networking and organizational skills.
- Demonstrated project management Experience, including balancing multiple assignments from conception to completion on schedule and within budget.
- Strong analytical, communication, presentation and drafting skills.

Desired

Previous experience working on partnerships/resource mobilization with an international agency.

Demonstrated experience in the field of renewable, climate finance and/or solar energy.

Experience of having worked in or with UN agencies or MDBs or DFIs.

Ability to oversee and guide relevant social media content and to reach target audiences

Languages & IT Skills

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Your Place of Work (if successful with the recruitment process)

This role will be based out of the Secretariat of the ISA, Gurgaon, Haryana State, India with frequent travel to the designated region

Your pay and benefits

The ISA offers a competitive remuneration package (salary and benefits) based on the UN Common System; ISA aims to become an employer of choice. Consequently, ISA offers competitive salary and benefits.

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