



ECOWAS Centre for Renewable Energy and Energy Efficiency (ECREEE)

TERMS OF REFERENCE FOR AN INDIVIDUAL CONSULTANT

Project:	ProCEM II
Job Title:	Renewable Energy Expert
Contract Type:	Individual Contract
Duty Station:	Praia, Cabo Verde
Duration of Assignment:	one (1) -year renewable for a total of up to three (3) years

Project Background

The regional electricity market is not yet fully functional. So far, only small amounts of electricity are traded/exchanged across borders. Member states are reluctant to implement existing regional policies, regulations and processes. Many energy utilities are held back from participating in regional energy trade by structural deficits, economic weaknesses and a lack of operational capability. The full potential of RE in the region has also barely been exploited to date. Integration of RE into the grid is being hindered by largely technical and regulatory issues. As a result, the institutional, technical, legal and regulatory frameworks for a climate-friendly regional electricity market are still insufficient (core problem). The regional energy project "Promotion of a climate-friendly electricity market" (ProCEM) supported by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH is designed to support the creation of an enabling environment for the operationalization of second phase of the electricity market in the ECOWAS region. This phase follows the first phase, which began in 2018 and saw the infrastructure, instruments and institutions of the West African electricity market developed and/or established. The second phase (ProCEM II), which involves the operational phase of the regional electricity market, is envisaged for 2022 and provides for an intensification of energy trade between the WAPP member states.

ProCEM II has four (4) components:

1. Operationalisation of the regional electricity market,
2. Strengthening of the operational performance of power utilities
3. Improvement of framework conditions for the expansion of renewable energies + Development of Battery Energy Storage Systems (BESS)
4. Extension of the offer of capacity building for market players.

ECREEE is collaborating with the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) will implement the component 3 of ProCEM II, relating to the "Improvement of framework conditions for the expansion of renewable energies' including Development of Battery Energy Storage Systems for a Climate Friendly Electricity Market Climate Friendly ", which has two sub-components (Renewable Energy and BESS).

ECREEE is therefore seeking to recruit a Renewable Energy Expert with experience in BESS to support the implementation of the project.

Detail of the Assignment

Role Overview:

Under the supervision of the PPO Renewable Energy, the incumbent will conduct all activities related to component 3 of ProCEM II and to Renewable Energy programmes and projects at ECREEE.

Role and Responsibilities:

- Support the planning and implementation and the following up of all the activities relating to two sub-components of the component 3 of ProCEM II (Renewable Energy and BESS).
- Liaise and setup networking with countries' stakeholders for the promotion and implementation of the project;
- Plan and follow up the project activities in the countries in liaison with the national focal institutions of the ECREEE, in coordination with the project team, assuring timely and economically effective implementation.
- Follow up and actively participate in the implementation of hired consultancy services for the prefeasibility & feasibility studies ; acquisition of equipment and installation of mini-grids, distribution networks and connections of households, small businesses and public infrastructures, etc..;
- Identify needs, design and deliver Technical Assistance as needed;
- Participate in the elaboration of procurement documents as well as technical evaluations;
- Prepare, implement, organize, report on RE programs and projects activities of ECREEE;
- Coordinate with the PO-RE Policies and Regulations, and report to and inform the supervisor Division/Department on the progress and challenges encountered or foreseen from the implementation of RE programs and projects;
- Prepare technical inputs for the ECREEE Business Plan, annual Work Plans and Status Reports considering the strategic orientation in the RE sector of West Africa and internationally;
- Contribute to maintain and strengthen institutional relationships with development partners and other stakeholders;
- Facilitate the identification, and actively support promotion and initiation of RE projects and actions to accelerate the development of RE activities, and prepare project proposals to mobilize support from development partners and other stakeholders;
- Advise and support the process of identification and preparation of feasibility studies, project preparatory activities and business proposals for RE projects aiming to maintain a stable and manageable ECOWAS RE pipeline and harmonize the interventions, identifying and building on synergies with other Units within ECREEE;

- Draft project documents and reports, prepare presentations and publication of topical opinion articles, draw connections to the international thematic debate related to RE sector;
- Actively participate in the development of national and regional technical frameworks that support the proliferation of RE technologies and use;
- Quality assurance oversight for the review of investment and technology-related projects and programs;
- Maintain and contribute to the ECREEE contact network in the West African region and internationally;
- Produce technical reports and other relevant documents and support the preparation of training material, training programmes and training provisions for stakeholders (including the general population, academia, NGOs and CSOs, etc.), in coordination with other Divisions of ECREEE;
- Actively participate in the organization and hosting of roundtables, workshops, lectures, and seminars on ECREEE's activities to contribute to building a country-specific technical knowledge base of the institution.
- Assist in the implementation and monitoring framework for the development, adoption, and execution of the National RE Action Plans (NREAPs) in the ECOWAS region;
- Any other duties related to RE sector assigned.
- Participate in other related activities as may be assigned by the Executive Director.

Expected deliverables

Key deliverables that the consultant would be required to produce include the following:

- Draft work plan and inception report for the entire duration of the assignment;
- Define selection criteria of localities in liaison with ECREEE National Focal institutions in the different beneficiary countries;
- Monthly report of tasks performed and deliverables achieved, including Monthly budget and work plans for the forthcoming month, to be submitted on the 15th of each month;
- Quarterly interim reports;
- Annual report;
- Monitoring and project progress reports, where required;
- Technical reports on workshops and technical assistance activities, where required;
- Mission Back-to-office reports, where required;
- Other relevant documents;

Qualifications and experience

- (a) The Renewable Energy Specialist shall have:
- i. at least a master's degree in energy engineering or similar areas with a strong focus on sustainable energy and
 - ii. At least 8 years post qualification experience in sustainable energy.

- iii. At least 5 years work experience in Renewable energy including Battery Energy Storage Systems in West Africa
- iv. Experience working with ECOWAS institutions would be an advantage
- v. Proven experience in participating in similar donor funded projects would be an advantage.
- vi. Language: Proficient communication in oral and written in one of the ECOWAS official languages (English, French or Portuguese). Knowledge of a second language will be an advantage.

(b) Other required skills and competencies include:

- i. Strong planning, organization and time management skills and ability to manage multiple tasks;
- ii. Capacity to be a member of a multi-disciplinary team, to provide advice and recommend actions;
- iii. Proficiency in preparing and presenting professional reports and analytical papers;
- iv. Able to communicate effectively in writing to a varied and broad audience in a simple and concise manner.
- v. Capable of working in a high- pressure environment with sharp and frequent deadlines, managing many tasks simultaneously;
- vi. Excellent analytical and organizational skills
- vii. Works well in a team
- viii. Fluent in both French and English language (both oral and written) and excellent communication and presentation skills, particularly in the preparation of written documents
- ix. Very good interpersonal and communication skills, ability to manage relations with development partners, to work under pressure and handle politically and culturally sensitive issues.

Duration and Location of Services

The consultant will be initially engaged for one (1) year. At the expiration of this, based on her/his performance, s/he may be engaged for up to two (2) more years based on availability of funding. Extension of the duration of services shall be subject to mutual agreement between the parties. The services will be provided at ECREEE Secretariat located in Praia, Cabo Verde.

The electronic application contains the following documents:

- Detailed CV and Cover Letter
- Track record of assignments of similar scope and focus (list of int. projects and descriptions)
- Scanned copy of highest university certificate and other technical certifications, licenses and quality standards related to the assignment.

ECREEE now invites eligible individual consultants to indicate their interest in providing these services.

Interested candidates should submit the above documents in English or French language and electronically to ECREEE using the following email address **ONLY:** renewable-expert@ecreee.org clearly indicating in the subject "**Renewable Energy Expert**".

Deadline for Submission: 5th of July 2022, 23h59 Universal Time.