



ECREEE
Towards Sustainable Energy

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TERMS OF REFERENCE

RECRUITMENT OF SENIOR GENDER – ENERGY SPECIALIST

FOR

PROJECT MANAGER

OF

WOMEN AND CLEAN ENERGY IN WEST AFRICA

(WOCEWA)

Submission deadline: no later than 23:59 GMT-1 (Cabo Verde time) on the 11th December 2023.



Type of contract: Regional

Duration: 3 Years

Duty station: Praia, Cabo Verde

Scope: Regional – ECOWAS

Salary: US\$ 3,030 per Month



1. Introduction

The ECOWAS Centre for Renewable Energy and Energy Efficiency (ECREEE) has received grant from the International Development Research Centre (IDRC), Canada to implement the project titled: Women and Clean Energy in West Africa (WOCEWA). The project works to meet the objective of the ECOWAS Policy for Gender Mainstreaming in Energy Access, specifically relating to mainstreaming gender in the private sector and increasing the participation of women as clean energy consumers and suppliers.

WOCEWA will consolidate and build on gender-responsive investment initiatives implemented by ECREEE in the past years, especially the AfDB- funded project titled: Feasibility Study on Business Opportunities for Women in a Changing Energy Value Chain in West Africa. WOCEWA will achieve this by working with small and medium enterprises (SMEs) in West Africa's energy sector, transforming them into vehicles that empower women and address gender barriers through their business operations. To accomplish this, WOCEWA will work with energy sector SMEs to identify limitations to their meeting gender-specific requirements, devise solutions and support them to adopt these solutions. Furthermore, to upscale the results from this project, WOCEWA will work with policymakers to implement actions that institutionalize the solutions from WOCEWA, increasing the number of direct beneficiaries of WOCEWA even after the project ends.

ECREEE is seeking an experienced gender and energy specialist to serve as Project Manager. The Project Manager must have both the educational experience and work experience to be recruited for this position. Thus, a Project Manager will be one that has a master's degree in Gender Studies and has a track record in implementing similar projects as WOCEWA. The Project Manager will also be expected to demonstrate capacity for gender and energy research through publications in notable peer reviewed journals.

2. Background

ECREEE's program on gender and energy (ECOW-GEN) has as one of its components: gender-responsive investments and business development. Under this component a Women's Business Fund pilot which produced two projects in West Africa – in Ghana and Senegal was implemented. Following this experience, ECREEE launched the ECOW-GEN facility. The facility provides grant support for three categories: ECOWAS Women's Business Fund; Women's



Technical Exchange program; and Women’s Economic Empowerment through Energy for Productive Uses. With the launch of the facility, the program attracted both technical and financial support to implement women-led energy projects namely: Mainstreaming Gender for a Climate Resilient Energy System in ECOWAS (funded by CTCN); Feasibility Study on Business Opportunities for Women in a Changing Energy Value Chain (funded by AfDB); Promoting Agricultural Competitiveness through Solar Energy/Women Economic Empowerment component (funded by AECID and ADA).

The core objective of ECREEE’s work on gender-responsive investments and business development is to transform women-led business ideas in the clean energy sector into real, commercially viable enterprises. WOCEWA will consolidate and build on these initiatives by working with small and medium enterprises (SMEs) in West Africa’s energy sector, transforming them into vehicles that empower women and address gender barriers through their business operations.

A research -based project, WOCEWA’s objectives are to:

- i.** Evaluate how well the businesses that were supported under the ECREEE grant facilities are doing when it comes to mainstreaming gender equality and inclusion into their business models and operations.
- ii.** Evaluate the extent to which these businesses have impacted the life of women (be it women owners, women suppliers, women employees, women customers).
- iii.** Support these businesses to integrate lessons from the evaluations in (i) and (ii)
- iv.** Learn from the evaluations in (i) and (ii) to inform the design and implementation of high impact initiatives that meet the regional policy goals and target on women and WSMEs participation/benefit sharing in the energy value chain.

Table 1: WOCEWA’s Theory of Change



THEORY OF CHANGE	
Root causes/problems and barriers	<p>According to the ECOWAS Policy for Gender Mainstreaming in Energy Access: Challenges of gender inequality in the energy sector originate almost entirely from the lack of gender considerations in the planning process. The social construction of gender roles, responsibilities, and rights suffer as a result of this. By extension, this has resulted in legal frameworks reflecting these norms that have historically granted (and in some cases continue to grant) differential rights as a result of an individual's gender. It has also resulted in an economic legacy whereby classes of people, based on their gender, have not had the same opportunity to acquire, grow, and transfer wealth due to their unequal access to land, labour, financial capital and human capital.</p>
Need:	<p>Evidence-based research will inform the development of supportive programmes that will level the playing field for knowledge, skills, and capital, thus supporting the regional policy in overcoming historic gender disadvantages in the field of clean energy business.</p>
Resources:	<ol style="list-style-type: none"> I. Evaluation studies and Gender equality Index (GEI) mainstreaming in clean energy businesses. <ul style="list-style-type: none"> • Evaluation studies on SMEs on GEI • Guide on mainstreaming gender in clean energy business • Regional workshop (awareness and training) • Report on GEI in West Africa's Energy Sector II. Institutionalizing gender-responsive investments in national funding programs. <ul style="list-style-type: none"> • Gender-sensitive financing vehicle. • Grant funding to WSMEs • Training workshops • Networking events for women in clean energy business. III. Systemising gender-responsive information gathering, analysis, reporting, dissemination, and use. <ul style="list-style-type: none"> • Database on GEI research for further research studies/development of research papers. • Vocational training programs for women in universities/ STEM track. • Massive Open Online Courses (MOOCs) on gender/energy for public and private sector available free of charge IV. Project management and cross-sectoral implementation with ERERA and WAPP. <ul style="list-style-type: none"> • Scholarship for young females in energy



	<ul style="list-style-type: none"> • Handbook for policymakers on WOCEWA • Implementation/M&E report
<i>Activities</i>	<p>I. Evaluation studies and Gender equality Index (GEI) mainstreaming in clean energy businesses.</p> <ul style="list-style-type: none"> ○ 30 SMEs evaluated. ○ 1 evaluation report and action plan. ○ 1 regional validation workshop ○ 1 Report on GEI in West Africa’s Energy Sector <p>II. Institutionalizing gender-responsive investments in national funding programs.</p> <ul style="list-style-type: none"> ○ 1 gender-sensitive financing mechanisms with grant and other funding support instruments. ○ 7 WSMEs in the energy sector receive funding support to scaleup their businesses. ○ 2 training workshops for women entrepreneurs on energy/energy-finance ○ 2 networking events organized to support partnership building between the private sector project developers/financiers and WSMEs. <p>III. Systemising gender-responsive information gathering, analysis, reporting, dissemination, and use.</p> <ul style="list-style-type: none"> ○ 1 database from the research. ○ 3 regional vocational training programs organized for women (1 per anglophone, francophone and Lusophone cluster). ○ 1 gender and energy e-course developed and published on YouTube for private sector. ○ 1 gender and energy e-course developed and published on ECREEE’s YouTube account for public sector. <p>IV. Project management and cross-sectoral implementation with ERERA and WAPP</p> <ul style="list-style-type: none"> ○ 3 females receive WOCEWA scholarship. ○ 3 reports on the project’s implementation (1 per year) ○ 1 project handbook for policymakers
Implementations outcomes:	<p>I. Evaluation studies and Gender equality Index (GEI) mainstreaming in clean energy businesses.</p>



	<p>➤ <i>Gender mainstreaming becomes a core part of the operations of clean energy businesses and energy ministries.</i></p> <p>II. Institutionalizing gender-responsive investments in national funding programs.</p> <p>➤ <i>Gender-responsive investment principles and practices are imbedded in funding institutions and funds.</i></p> <p>III. Systemising gender-responsive information gathering, analysis, reporting, dissemination, and use.</p> <p>➤ <i>Interventions are adapted to the local contexts as local actors drive change – ensuring accountability and evidence of felt project impact in the local environment.</i></p> <p>IV. Project management and cross-sectoral implementation with ERERA and WAPP</p> <p>➤ <i>The regional project is effectively managed and achieves the desired results.</i></p>
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3. Job description

The Project Manager shall:

- Develop and coordinate relevant project activities towards achieving expected results in accordance with the Project Document (Proposal).
- Assume primary responsibility for daily management of relevant parts of the projects - both organizational and substantive matters – budgeting, planning and general monitoring of the project in close collaboration with the ECREEE Directorate of Operations.
- Develop information, communication, and education (IEC) materials and ensure dissemination of information and knowledge management for effective project implementation.



- Provide oversight to the management of the online courses on YouTube and ensure that the objectives of the site are effectively met.
- Prepare terms of reference for national and international consultants and subcontractors.
- Prepare and launch calls for proposals and expression of interest for projects to be supported through the WOCEWA grant facilities; evaluate and select technically and commercially sound projects for grant support; monitor projects for their effective implementation.
- Monitor and guide the work of consultants and subcontractors for compliance with the agreed work plan.
- Ensure adherence to the project work plan; prepare revisions of the work plan, if required.
- Support development and implementation of self-monitoring, quality assurance and independent evaluation systems, including facilitated feedback from Member States and international partners, as a basis to sharpen and improve the objectives, strategy, and operations of WOCEWA.
- Monitor the expenditures, commitments, and balance of funds in line with the annual work plan and reporting requirements.
- Draft quarterly program progress reports, as well as any other reports requested by the Executive Director.
- Ensure the effective operation of the WOCEWA Project Steering Committee.
- Build new partnerships with relevant institutions and identify funding opportunities for running the project activities.
- Undertake any other actions related to the project as requested by the Director of Operations and Executive Director of ECREEE.

4. Qualification

- Master's degree in gender studies or any related field.
- At least 8 years of work experience in the gender and energy sector.
- Sufficient knowledge of the ECOWAS energy landscape: policies, legal and regulatory frameworks, including the sustainable energy policies developed by ECREEE.
- Ability to undertake research and lead strategic dialogue on gender and energy issues.
- Strong problem solving, communication, research, and analytical writing as well as organizational skills.

Must have published research paper(s) in peer reviewed journals.



5. Submission

Interested applications should submit CV, Cover Letter and Certificates to g-expert@ecreee.org by **23:59 GMT-1 (Cabo Verde time) on the 11th December 2023.**