

## TERMS OF REFERENCE

### REGIONAL CLEAN COOKING ACTION IN WEST AFRICA (RECCAWA)

#### Clean Cooking Expert



**Projects:** Regional Clean Cooking Action in West Africa (ReCCAWA)

**Job Title:** Clean Cooking Expert

**Contract type:** Individual Consultant / Service Contract

**Duty station:** Praia, Cape Verde

**Mission duration:** 12 months, with possibility of extension

**Monthly fees:** 4500 euros

**Supervision:** Under the direct supervision of the ReCCAWA Project Lead / Lead Clean Cooking Expert.

## I. CONTEXT

The European Union and the ECOWAS Commission signed a convention on 19 October 2023 to support the development of a Regional Clean Cooking Action in West Africa (ReCCAWA). This initiative is implemented by the Netherlands Enterprise Agency (RVO) and the Spanish Agency for International Development Cooperation (AECID), in partnership with the ECOWAS Centre for Renewable Energy and Energy Efficiency (ECREEE). ReCCAWA's main objective is to improve access to affordable, reliable, clean, and sustainable cooking solutions in West Africa.

The **Clean Cooking Expert** will be a core member of the Project Implementation Unit (PIU) and will provide strategic technical leadership to ensure the successful delivery of ReCCAWA's objectives. S/he will be responsible for providing high-level expertise on clean cooking technologies, markets, and policies, with a primary focus on **Component 1 (Policy and Enabling Environment)**. A key mandate will be to support the development and harmonization of regional and national policy frameworks, standards, and regulations, while facilitating multi-stakeholder coordination and advising on innovative financing mechanisms to accelerate the transition to clean cooking in West Africa.

## II. BACKGROUND OF THE ReCCAWA PROJECT

The Regional Action for Clean Cooking in West Africa (ReCCAWA) aims to increase and sustain access to clean, efficient, sustainable, and affordable cooking energy solutions in the region by strengthening the clean cooking enablement framework at the regional and national levels, providing innovative financing and market-based approaches tailored to the region, thereby increasing the supply, dissemination, and adoption of clean cooking solutions, and creating and disseminating evidence-based data, knowledge assessments, and impact assessments, which are essential for good governance of the sector and its market adoption. The action is fully aligned with regional and national policies and strategies. The implementation of this action will contribute to the achievement of SDG 7 (affordable and clean energy) as well as SDG 3 (good health), SDG 5 (gender equality), SDG 8 (decent work and economic growth), SDG 13 (climate action) and SDG 15 (life on land).

### Overall Objective

The overall objective of this Action is to increase access to affordable, reliable, clean and sustainable energy services for clean cooking in West Africa.

### Specific objectives:

SO1: Strengthen the **enabling environment** of the clean cooking sector in the West African region and in selected countries;

SO2: Increase the **supply of clean cooking solutions** through professionalisation and facilitation of access to finance in the West African region;



SO3: Increase the **demand for clean cooking solutions** by means of demand-side subsidies and targeted behavioural change interventions in specific West African countries.

### **Expected Results:**

#### Key Results Intervention Area 1 – Regional and National Policy

R1.1 A West African **regional clean cooking roadmap** is **adopted**;

R1.2 **Regional guidelines standards and labels** are adopted and existing testing centres with the capacity of serving the region (namely in Ghana, Nigeria and Senegal) are reinforced;

R1.3 Actionable **national clean cooking action plans** in selected countries are developed or updated (as appropriate) and under implementation;

R1.4 **National standards and labels** are developed or revised (as appropriate) and applied in selected countries, and national testing centres are supported (where appropriate);

R1.5 **New knowledge** about clean cooking actions and policies, along with **regional gender-disaggregated data and best practice experiences** drawn from the activities implemented through the Action, are pooled together and disseminated to serve as a basis for replication and attraction of funding.

#### Key Results Intervention Area 2 – Supply of Clean Cooking Solutions

R2.1 An increased number of **professionalised Clean Cooking SMEs** provide clean cooking solutions in the West African region, with priority to selected countries;

R2.2 The **capacity of crowdfunders, impact investors and local banks** to review and approve **loan applications** by Clean Cooking SMEs is strengthened in the West African region, with priority to selected countries;

R2.3 Access to **Carbon Finance** for clean cooking SMEs is facilitated through an aggregator in selected West African countries.

#### Key Results Intervention Area 3 – Demand for Clean Cooking Solutions

R3.1 A dedicated **behavioural change** approach is effective in mobilising additional consumers in selected communities;

R3.2 Innovative **Demand Side Subsidies** are operational and accessible to targeted consumers in selected countries.

### **III. RESPONSIBILITIES**

Under the supervision of the Project Lead, the **Clean Cooking Expert** will be responsible for providing technical, institutional and operational support for the implementation of the ReCCAWA Action, specifically:

- i. Provide technical expertise on clean cooking technologies and markets.
- ii. Support the development/revision and harmonization of regulatory frameworks, standards and labelling, policies and strategies at the regional and country levels.
- iii. Facilitate coordination between government institutions, energy agencies, the private sector and donors.
- iv. Contribute to the development of innovative economic models (carbon financing, RBF, micro-credits, PPP, etc.).
- v. Supporting the Project Lead in planning activities, budgets and technical reports.
- vi. Participate in structuring innovative financing mechanisms for clean cooking.
- vii. Organize and lead technical groups, steering committees and regional workshops.
- viii. Support the production of technical publications, guides, dashboards, guidance notes.
- ix. In collaboration with the Project Lead, strengthen inter-agency collaboration, data exchange and knowledge sharing.
- x. Supporting national partners in the implementation of deployment programs.



- xi. Coordinate with the communications manager to ensure proper dissemination of implemented activities and results obtained.
- xii. Perform any other related tasks as requested by the Project Lead or ECREEE management.

#### **IV. EXPECTED DELIVERABLES**

The main expected deliverables of the Clean Cooking Expert are as follows:

1. Quarterly plans (including budget).
2. Quarterly interim reports (technical and financial).
3. Annual report (technical and financial).
4. Project progress and monitoring reports, as needed.
5. Reports on workshops and meetings facilitated and technical support provided by the expert, as required.
6. Annual report for the EU.
7. Other relevant documents that the Lead Clean Cooking might request.

#### **V. QUALIFICATIONS AND EXPERIENCE**

- i. Master's degree in renewable energies, environment, public policy, energy economics or equivalent field.
- ii. Minimum 10 years of experience in the sustainable energy sector;
- iii. Minimum 3 years in the clean cooking sector
- iv. Proven expertise in clean cooking technologies (LPG, ICS, ethanol, electricity, biogas, pellets, etc.);
- v. Having participated in the development of a clean cooking policy, strategy or action plan
- vi. Having participated in the development of a clean cooking standard and/or labeling
- vii. Proven experience participating in at least one similar regional project funded by donors in West Africa
- viii. Experience in monitoring and evaluation, data management and sector analyses;
- ix. Experience in innovative financing (RBF, carbon, financial inclusion, smart subsidies).
- x. Fluency in at least one official ECOWAS language (English, French, or Portuguese) is mandatory. Proficiency in English is a strong asset.

#### **Additional skills**

- xi. Excellent planning, organizational and time management skills, and the ability to manage multiple tasks simultaneously
- xii. Excellent analytical, writing and data presentation skills;
- xiii. Good understanding of the value chains of the Clean Cooking sector in the ECOWAS region;
- xiv. Mastery of regional political frameworks (Vision 2050, PANER, energy-climate transition);
- xv. Good knowledge of the processes for adopting regional standards (ECOSHAM, ECOWAS Technology Management Committee, Council of Ministers)
- xvi. Good understanding of the climate, gender, health and environmental issues related to cooking.
- xvii. Leadership and multi-stakeholder coordination capacity;
- xviii. Sense of diplomacy and institutional communication;
- xix. Ability to work under pressure and in a results-oriented approach;
- xx. High level of rigor, autonomy and organizational skills.
- xxi. Ability to work in a team

#### **VI. DURATION**

The consultant will initially be hired for a period of one year, at the end of which his/her performance will be evaluated based on the deliverables achieved. The contract may be extended for an additional year, depending on the consultant's performance and funding availability.



## VII. SUBMISSION

Interested applicants should submit their CV, together with any relevant diplomas, certificates, and cover letter to [ccexpert@ecreee.org](mailto:ccexpert@ecreee.org) no later than **23:59 (UTC-1) on the 30th of April 2026**. Questions or inquiries should be sent to Mr. Alcides de Oliveira, Programme Officer Admin ([adoliveira@ecreee.org](mailto:adoliveira@ecreee.org)), with copy to Mr. Guei Kouhie, Programme officer Renewable Energy ([gekouhie@ecreee.org](mailto:gekouhie@ecreee.org)) and Dr. Yannick Kedowide, Project Coordinator ([ykedowide@ecreee.org](mailto:ykedowide@ecreee.org)), no later than two weeks to the deadline.