

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH is a public enterprise owned by the German Federal Government. German development cooperation in Thailand has been operating through GIZ since 1956 when Germany and Thailand signed the Agreement on Development Economic Cooperation. With time, GIZ activity have evolved towards technical cooperation in particular in the field of environment and energy.

The Programme “**Clean, Affordable, and Secure Energy for Southeast Asia**” or **CASE** is an international programme funded by German Federal Ministry for Environment, Nature Conservation and Nuclear Safety (BMU) and coordinated by GIZ Thailand. CASE aims to drive change in the power sector in South East Asia (SEA) towards increased ambitions with regards to climate change. It focuses on the four main SEA countries in terms of energy demand – Indonesia, Philippines, Thailand and Vietnam – and also foresees regional interventions. CASE develops evidence-based solutions to the energy challenges met by decision makers and build societal support around those solutions. CASE also supports coordination in the SEA power sector, provides technical and policy support and facilitates dialogue around a new energy vision. CASE was designed to be an essential part of a larger support effort and will be implemented along with a number of other programmes as part of the Energy Transition Partnership.

The **Southeast Asia Energy Transition Partnership (ETP)** brings together governments and philanthropies to work with partner countries in the region. It supports the transition towards modern energy systems that can simultaneously ensure economic growth, energy security, and environmental sustainability. Enabling the transition toward greener energy systems will greatly contribute to the achievement of the UN’s Sustainable Development Goals (SDGs) and the Paris Climate Agreement objectives.

ETP is initially focusing on Indonesia, the Philippines and Vietnam, which are the countries in the region with the highest energy demand, a substantial pipeline for fossil fuel-based projects, and a significant and cost-effective potential for renewable energy and energy efficiency. ETP provides High Level Technical Advisory Support, Holistic Support to Governments on financing and technical needs, capacity and skill development and facilitation of dialogues in all related areas.

A Secretariat incorporated into UNOPS supports the Steering Committee (SC) and facilitates the implementation of SC’s decisions. The Secretariat operates as per defined Terms of Reference approved by the SC. The Secretariat undertakes day-to-day management and operation of the ETP Fund: (1) it launches Calls for Proposal and carries out proposals assessments; (2) it provides assistance and support to projects; (3) facilitates the design, development and implementation of an overall M&E strategy; (4) monitors progress made by each project during the implementation phase. The Secretariat works in close cooperation with the SC, the Advisory Committee and the Fund Manager, UNOPS.

As part of their cooperation, it was agreed that the CASE project will second a full-time staff to the ETP secretariat. The following **Programme Management Officer - Aligned Programmes and coordination with partners** will therefore be embedded full time into the secretariat.

Programme Management Officer

Task and responsibilities:

Reporting to the Program Manager of the ETP Secretariat, the Incumbent will support ETP Secretariat by supporting coordination between the ETP and other donor-funded programs, with a particular focus on ETP's Aligned programs, in accordance with ETP's mandate and strategy, operational management. The Incumbent will provide support in the promotion of ETP, coordination and collaboration with ETP, while ensuring efficient/effective use of resources in compliance with the UN and UNOPS rules and regulations and working in accordance with UNOPS standards of ethics, integrity and accountability framework. Under the general guidance of the Director of the ETP Secretariat and direct supervision of the Program Manager, the Programme Management Officer will provide support to ETP Secretariat and undertake the following assignments:

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1. ETP Programme Alignment with Donor-funded and Aligned Programmes

- Contribute to identification of opportunities for collaboration and alignment of ETP Programme and donor-funded support to energy transition in the countries where ETP is active (Indonesia, Philippines, Vietnam, but subject to expansion).
- Contribute to written tools for enabling a clear understanding of the roles and responsibilities and fostering synergies between ETP and donor-funded programmes, particularly its Aligned Programmes, in support of ETP's theory of change and energy transition objectives.
- Contribute to identification of potential areas for risk of duplication and overlap among ETP's programme, donor-funded programmes and the Aligned Programmes, and propose how synergies with other ongoing projects can be created to enhance collaboration under ETP platform and make stronger advancement toward energy transition.
- Contribute to identification of gaps and requests from all stakeholders that can be addressed or fulfilled by the Aligned programmes and identify ways through which the Aligned Programmes and ETP's technical assistance can reinforce one another.
- Support design and development of results-based monitoring frameworks that harness inputs from other donor-funded and ETP's Aligned Programmes; and support attainment of agreements on objectives, performance measurements, standards and results expected to ensure timely and partner-oriented mutual services.
- Maintain an archive of programmatic reciprocated information between ETP Secretariat and other donor-funded programmes, particularly the Aligned Programmes based on an agreed and common criteria and indicators as part of aligned programmes contribution to ETP M&E system.

- Support monitoring and timely and cost-effective implementation of synergies between ETP, other donor-funded programmes, and ETP's Aligned Programmes, according to ETP goals and results expectations, and governance arrangements.
- Support the design and implementation of joint and multi-donor events in conjunction with ETP's Aligned Programmes, and develop knowledge products to demonstrate the merits of collaboration and shared advocacy and project implementation processes.
- Support identification of opportunities for ETP to promote donor coordination in the energy transition domain.
- Contribute to opportunities to showcase collaboration through internal and external forums to attain the broader goals of ETP, the Paris Climate and Sustainable Development Goals in Southeast Asia.
- Assist in the preparation of timely and accurate tracking, analysis of outputs, and reporting on the synergetic opportunities, results and lessons learned.
- Assist the ETP Secretariat in the development and monitoring of a risk registry pertaining to and assessment of risks and risk mitigation measures emanating from the collaboration and lack thereof between ETP and the Aligned Programmes.
- Support the ETP Secretariat in any other matter as required.

2. Programme Coordination Support

- Support the Programme Manager with guidance and suggestions on expansion of collaboration among donors active in energy transition in light of ETP's theory of change and ETP's results expectations.
- Support the organisation and planning of events, in which ETP Secretariat can effectively formulate technical assistance in collaboration with other donor-funded programmes, particularly with the Aligned programmes, and opportunities for joint TAs, and co-design of activities (e.g. covering activities, missions, consultations) beneficial for ETP's stakeholders.
- Support the Programme Manager with mentoring and assisting implementing partners in planning, execution and delivery of projects, ensuring collaboration and extraction of synergies among donor-funded programmes, ETPs' Aligned Programmes and ETP throughout the implementation processes.
- Provide assistance in developing work plans in consultation with the ETP Secretariat for joint activities with Aligned and other donor-funded programmes.
- As delegated, provide support in identifying opportunities for ETP presence in the Aligned Programme governance and steering committee activities, as an observer, for discussion of programmatic matters.
- Serve as a conduit for information exchange between ETP Secretariat, donor-funded programmes, and ETP's Aligned Programmes, including share projects deliverables under Aligned Programmes with ETP Secretariat, including to inform ETP of any major diversion from the initial programme work plans, arrange for opportunities for ETP Secretariat, ETP Funders and other interested parties to benefit from any project insights, evaluation and best practices and arrange for opportunities for representatives of Aligned Programmes and other donor representatives to attend ETP events when invited by ETP Secretariat.
- Consult and collaborate with internal and external colleagues and partners to foster linkages, consistency, and harmonisation of approaches and compliance with guidelines, framework and standards of accountability, integrity and performance.
- Engage with partners and colleagues, including for example the ETP country coordinators, to facilitate connections with relevant projects and programmes, including

- Aligned Programmes. In this context, the Programme Management Officer may also participate in relevant meetings, including for example the meetings of the ETP Regional Advisory Board.

3. Knowledge Networking and Innovation

- Support ETP's work as a knowledge hub and information gateway and develop a robust database of donor's support and updated data management of energy transition knowledge in conjunction with other donors, ETP's Aligned Programmes, and government's own resources to enable accurate analysis and issue diagnostic by ETP, its Secretariat and its Aligned Programmes.
- Identify platforms for alignment i.e. forums, meetings, database applications at various levels i.e. regional or country level, between development agencies, between experts (on specific topics) and support ETP's engagement with these platforms to facilitate coherence and complementarity of ETP's activities with other relevant programmes and initiatives.
- Support ETP's contributions to data linkages and joint databases between ETP, other donor programmes and its Aligned Programmes.
- Contribute elements on collaboration with Aligned Programmes, synergies and coordination with other relevant partner activities in the region to the ETP online platform, its website and relevant databases.
- Contribute to the dissemination and sharing of best practices and lessons learned for corporate development planning and knowledge building.

Experience and skills required

Education:

- First university degree (bachelor's or equivalent) in Energy Engineering, Project Management, Social Sciences, Administration, Economics or other related field is required.
- Advanced university degree (Master's or equivalent) in the above-mentioned fields is preferred and may substitute some years of the required experience.
- PRINCE2 Foundation is desired - the successful candidate must complete it within the first 6 months of onboarding.
- PRINCE2 Practitioner certification is an asset.
- Managing Successful Programmes (MSP) certification is an asset

Experience:

- Minimum two years of progressively responsible international experience in leading/coordinating project implementation is required.
- Minimum two years of professional experience in one or several of the following countries: Indonesia, Philippines, Thailand or Vietnam
- Professional experience in developing and implementing Energy programmes and policies is strongly desirable.
- Professional experience in multi-sector renewable energy programmes and policies, knowledge of the political economy in South East Asia are strongly desirable.
- Experience in donor coordination is required.
- Experience in knowledge management is desired.
- Experience managing people as a direct supervisor and/or managing an office is desired.
- Experience in the UN system organizations is desirable.

Language:

- Fluency in English is required.
- Fluency in one or several of the following languages is required: Filipino, Indonesian, Vietnamese, and Thai.
- Working knowledge of another, official UN language is an asset

This will be a fixed-term **Thai national contract** open to all candidates respecting the conditions above regardless of their nationality in line with local salary conditions with additional top ups for individuals coming from outside Thailand.

Recruitment process will be undertaken jointly between GIZ and UNOPS, Contract will be signed by GIZ until 28/02/2024 and extendable upon agreement with UNOPS. Location of work will be the ETP/UNOPS offices in Bangkok.

Please read carefully the job description before applying and include a **motivation letter** with your CV explaining why you are a good fit for the job, what you will bring to GIZ and the project and why you are motivated to work with GIZ on this Programme. Only applications with letters will be considered.

You can send both to chattayada.pattaragulwanit@giz.de

The deadline for applications is October 29, 2021. Only shortlisted candidates will be contacted. GIZ Thailand is an equal opportunity employer and welcome applications from people of all backgrounds – regardless of sexual orientations, ethnicity, disability, religions and beliefs.

GIZ Office Bangkok

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