



Administrateur de programme associé - Coalition pour l'action et la connaissance, P-2

Abu Dhabi, Emirats Arabes Unis

DESCRIPTION DE L'EMPLOI

Annonce de poste vacant

**Secrétariat de l'Agence internationale pour les énergies
renouvelables (IRENA)**

**Centre des connaissances, des politiques et des finances
(KPFC)**

Date de publication/transmission : 09 janvier 2023

**Date limite de candidature : 08 février 2023 (à minuit, heure
locale d'Abu Dhabi)**

**Titre et grade : Chargé de programme associé - Coalition
pour l'action et la connaissance, P-2**

**Salaire annuel indicatif : (a.) Salaire net annuel : 48
805 USD à 56 064 USD [\[1\]](#)**

**(b.) Ajustement de poste : 33 821,87 USD à 38
852,35 USD [\[2\]](#)**

**Durée de la nomination : un an, avec possibilité de
prolongation**

Date d'entrée en service : dès que possible

L'Agence internationale pour les énergies renouvelables (IRENA) est une organisation intergouvernementale dont le siège est à Abou Dhabi et dont le mandat est de promouvoir l'adoption généralisée et accrue et l'utilisation durable de toutes les formes d'énergie renouvelable dans la poursuite du développement durable, de l'accès à l'énergie, de la sécurité énergétique et de la croissance économique et une prospérité à faible émission de carbone. La mission de l'IRENA est de jouer un rôle de premier plan dans la transformation en cours des systèmes énergétiques mondiaux en tant que centre d'excellence pour la connaissance et l'innovation, une voix mondiale des énergies renouvelables, une plaque tournante du réseau pour toutes les parties prenantes et une source de conseils et de soutien pour les pays. À l'heure actuelle, l'IRENA compte 168 membres (167 États et l'Union européenne) qui ont adhéré à son statut, et 16 États supplémentaires en cours d'adhésion et activement engagés.

Within this mandate, the focus of the Knowledge, Policy and Finance Centre (KPFC) is on collecting data, developing knowledge platforms and conducting analysis to support the creation of enabling environments for investment and growth in renewables. This entails analytical work on policy and finance, building a gateway to knowledge, giving input to advisory services that the Agency provides to its member states and at regional levels, and targeted engagement with the private sector and civil society. Within KPFC, the Knowledge and Exchange Unit engages in data collection and analysis of key renewable energy trends and developments based on strategic knowledge exchange with leading players in the renewable energy sector and beyond. The Unit is further responsible for the IRENA Coalition for Action, a key multi-stakeholder network,

that promotes global dialogue and creates joint analytical outputs with policy recommendations feeding into KPFC the Agency's work and initiatives.

Duties and Responsibilities

Under the supervision of the Knowledge and Exchange Unit lead and overall guidance of the Director of Knowledge, Policy and Finance Centre, the Associate Programme Officer will be responsible for the following duties:

- Facilitate the strategic planning and coordination of Coalition activities, including the Steering Group and Working Groups.
- Coordinate collaboration opportunities between non governmental stakeholders and Coalition members and IRENA. Liaise closely with other teams and divisions at IRENA in this regard.
- Coordinate and prepare written outputs relevant to the Coalition and its Working Groups, draft analytical papers, joint statements and position papers and provide critical review to written contributions from other Coalition members.
- Organise outreach and engagement activities under the Coalition including high-level international meetings, public-private dialogues and workshops.

- Draft studies on renewable energy policy and related economic trends, providing insights and recommendations to various policy-making target audiences (e.g. regional, local) to accelerate the deployment of renewables and to promote sustainable development; Undertake research and contribute to written inputs for other background papers and substantial sections of reports.
- Prepare speeches or other inputs for presentation by senior staff.
- Provide input to other meetings and conferences, including organization of events.

Competencies

Professionalism: Has very good knowledge of policy and market trends across a range of renewable energy technologies and issues of renewable energy deployment. Has a profound understanding of policy processes in the energy sector at the national and international level. Has a proven ability to undertake high quality research on related topics, determines suitability, validity and accuracy of data and knowledge provided by different sources. Is conscientious and efficient in meeting commitments, paying attention to detail; observing deadlines and achieving results. Is motivated by professional rather than personal concerns, shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

Communication: Excellent drafting skills in English is an essential requirement for this position. Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed.

Teamwork: Works collaboratively with colleagues to achieve organisational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team

Passer au contenu principal accomplishments and accepts joint responsibility for team shortcomings.

Client Orientation: Considers all those to whom services are provided to be “clients” and seeks to see things from clients’ point of view; establishes and maintains productive partnerships with clients by gaining their trust and respect; identifies clients’ needs and matches them to appropriate solutions; monitors on going developments inside and outside the clients’ environment to keep informed and anticipate problems; keeps clients informed of progress or setbacks in projects; meets timeline for delivery of products or services to client.

Qualifications

Education: An advanced university degree (Master’s degree or equivalent), related to economics, engineering, energy policy, sustainable development or a related field, is required. A first-level university degree in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree.

Experience: A minimum of two years of relevant professional experience in policy research, statistical analysis and report writing, preferably related to the energy sector or the links between energy and development policy more broadly; experience with producing publications or other papers cross-institutionally and good understanding of the renewable energy sector; knowledge in international co- operation and in dealing with a multi-stakeholder environment or in/with the private sector desirable.

Language: Excellent command of written and spoken English. Fluency in other languages would be an important benefit.

Qualified candidates must apply for the above-mentioned vacancy on-line, through IRENA's recruitment platform, ORC by submitting a complete and comprehensive CV and a letter of interest, including details of three professional references who will be contacted if their application is shortlisted.

Applications from qualified women are highly encouraged.

Please note that only candidates under serious consideration will be contacted for an interview and will receive notice of the outcome of the selection process.

^[1] *IRENA provides similar ICSC benefits and entitlements, including dependency allowances, rental subsidy, education grant (for school aged children), annual and sick leave, health insurance, Provident Fund participation, etc. as would be applicable.*

² *L'indemnité de poste est une composante variable qui est ajustée périodiquement pour tenir compte de l'évolution du coût de la vie dans un lieu d'affectation. Le multiplicateur d'ajustement de poste pour le lieu d'affectation d'Abou Dhabi est actuellement de 69,3 %, déterminé par la Commission de la fonction publique internationale et susceptible d'être modifié sans préavis.*

APPLIQUER MAINTENANT

 SOYEZ LE PREMIER À APPLIQUER

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Emplacements  Abou Dabi