

Islands Energy Program St. Vincent & Grenadines National Project Coordinator (Consultant)

Job Description

Overview

The purpose of the National Project Coordinator position is to facilitate the development and implementation of renewable energy and energy efficiency projects identified by the Government of St. Vincent and the Grenadines and St. Vincent Electricity Services Limited (VINLEC), which are supported by the Rocky Mountain Institute-Carbon War Room (RMI-CWR) and Clinton Climate Initiative partnership.

Background

Island nations are in a unique position to reduce their dependence on imported fossil fuels and benefit from the positive environmental, social, and economic impacts of using sustainable energy sources. They can combine their abundant renewable resources with economically viable technologies to become more independent and resilient.

By accelerating the transition of islands to renewable energy and energy efficient sources, island governments, utilities and other stakeholders can:

- Reduce the dependence on imported fossil fuels and greenhouse gas emissions
- Stabilize the cost of electricity for households and businesses
- Increase investment opportunities and investment returns on-island
- Increase resiliency of the grid and defer maintenance on transmission and distribution
- Enhance and diversify the local job market with higher-skilled, better paying jobs

In the process, islands will demonstrate that entire economies can transition to low-carbon solutions while improving their long-term viability.

The Islands Energy Program

The Clinton Climate Initiative Islands Diesel Replacement Program and Rocky Mountain Institute-Carbon War Room Islands Team have merged to form one team: the [Islands Energy Program](#). The Partnership will help scale renewable projects and support the capacity of islands to achieve their sustainable energy goals by delivering technical expertise, engaging with governments, utilities and island stakeholders, and providing communications support. This partnership brings a diverse mix of skills and experience in integrated resource planning, project identification and development, construction implementation support as well as a range of business advisory services. The partnership also leverages an array of consulting services from leading engineering and consulting firms, as well as legal and financial advisory firms in the power generation and transportation sectors.

Together, the Program will:

- Help Caribbean countries identify their specific renewable energy goals and conduct early and ongoing stakeholder engagement to ensure success;
- Conduct a detailed energy transition planning process, which explores the economics/energetics of a specific country's transition pathway;
- Develop renewable energy projects, and assist governments and utilities in conducting a bidding and evaluation process;
- Help build capacity across the region to enable future project planning, design, and implementation; and
- Create an enabling environment for project financing across the region.

The team's approach is facilitated by a comprehensive plan (['The Playbook'](#)) that provides clear guidance, steps, and helpful tools for islands to develop and execute their energy transition vision.

To date, the team has successfully:

- Created recommendations for a transition to a low-carbon future for Aruba, Bahamas, Belize, Colombia, Grenada, and Saint Lucia;
- Identified more than \$900 million of investable clean energy projects across 28 projects in 10 countries;
- Identified, developed and procured energy efficiency projects – including LED streetlights and hospital retrofits in San Andres and Providencia (Columbia);
- Provided energy audit analysis and energy efficiency project preparation documents for several hospitals and government buildings in the Caribbean
- Successfully developed, published and managed public renewable energy project procurement across several islands;
- Provided circuit level grid integration analysis to properly design and develop a utility scale renewable energy solutions;
- Consulted on new renewable energy interconnection policy and regulations for Caribbean utilities

The Playbook

The Playbook provides a step-by-step process designed to transition islands from fossil fuels to a low-carbon energy mix. This process includes a checklist for countries to follow in order to establish stakeholder ownership, energy baselines, and metrics to measure progress, as well as detailed steps to identify, develop, and deploy locally tailored solutions that are economically and commercially viable.

The Playbook comprises the following phases:

- Phase 0:** Island Engagement Process
- Phase 1:** Setting the Vision
- Phase 2:** Opportunity Roadmap
- Phase 3:** Project Preparation
- Phase 4:** Project Execution and Quality Control
- Phase 5:** Operations & Maintenance
- Phase 6:** Process Improvement

Throughout these phases, Rocky Mountain Institute-Carbon War Room and the Clinton Climate Initiative, as well as the team's partners, will offer the support to island governments and utilities outlined in the following section.

Overview of the National Project Coordinator (Consultant) Position

The National Project Coordinator (Consultant) will provide a key role in the execution of the Island Energy Project objectives on St. Vincent and the Grenadines. The Consultant will support timely and effective implementation of work plans developed between the joint Rocky Mountain Institute-Carbon War Room and Clinton Climate Initiative and the local country leadership team (Government of SVG and VINLEC). The Consultant will be the local, on-island representative of the RMI-CWR Team.

Responsibilities

The Consultant will report to the RMI-CWR Islands Director of Projects and work collaboratively with the local Island Leadership Team, Rocky Mountain Institute-Carbon War Room and the Clinton Climate Initiative Islands Team. The Consultant will be responsible for assisting the Team with energy transition planning coordination, project implementation, and engagement among on-island stakeholders.

The Islands Project Consultant is responsible for the following:

Project Management

- Supporting development of framework for the island's implementation plan
- Implementation support, monitoring and evaluation of the island's implementation plan
- Work in close coordination with and provide direct support to the island's Leadership Team to ensure delivery of project milestones
- Preparation and monitoring of quarterly island implementation budgets
- Identifying project risks that would impact the delivery of the island's implementation plan, and identify measures to mitigate those risks
- Coordinating Team island visits and other contracted firms, supporting optimum productivity and achievement of required outcomes
- Support project oversight during the project execution and operation and maintenance phases of the island implementation plan

Stakeholder Engagement and Communications

- Liaise with relevant ministries and the power utility to ensure effective coordination of activities and promote communication between stakeholders
- Preparation of operational material as required, including internal reporting and external presentations to local stakeholders groups
- Ensure on-going engagement and consultation on-island to ensure all relevant stakeholders, including Government and utility, remain well informed
- Support on-island convenings and events as required, managing logistics and outreach as required
- Identify opportunities and requirements for local stakeholder workshops and events, including community consultation events
- Work closely with the RMI-CWR Communications team to ensure reporting of all relevant local news items and press releases, ensuring a coordinated approach to delivery of the joint Communications Strategy

Research

- Sourcing and collating data as required by the Islands team to inform studies, reports and recommendations required to progress implementation on island
- Review technical and policy documents, proposals and reports relevant to the island's energy plans and transition
- Identify renewable energy projects, assess their potential for success, and develop strategies for their implementation with RMI-CWR support

Partnership Building

- Support the development of local and regional partnerships, identifying opportunities for strengthened delivery of the Islands Energy Program
- Promote our CARILEC Renewable Energy Community (CAREC) platform, which brings together policy makers and utility representatives to collaborate with a dedicated internet portal. The portal focuses on integrating energy efficiency and renewable energy into Caribbean Island grids.

Travel: Travel expenses shall be reimbursed in accordance with Rocky Mountain Institute travel policies.

Period of Performance: The above work scope covers 220 days through July 31, 2017 (within opportunity for one or more 180 day extensions).

Prospective candidates should have a minimum of the following qualifications:

- Bachelor's degree in engineering or similar field, natural resource management, geography, public or business administration or similar field;
- Excellent communication skills, including high proficiency of written and spoken English;
- Drive and ability to work independently and manage own time and schedule to push projects and initiatives forward;
- Strong teamwork and collaborative approach capacity; ability to work remotely with colleagues based outside of SVG;
- Ability to troubleshoot problems, while also identifying issues which need to be escalated to the islands Leadership Team
- Knowledge and experience of energy and/or development planning; and
- Working knowledge of renewable technologies and their deployment capabilities.

Preferred qualifications include:

- At least 4 years of professional experience in project management or private sector related to the energy sector or related field;
- Extensive experience in working with the Government of St. Vincent and the Grenadines, VINLEC, multilateral and bilateral development agencies;
- Strong advocacy skills. Ability to work in a complex environment; and
- Excellent analytical, organizational and negotiation skills. Ability to demonstrate tact and diplomacy and excellent team player.

Prospective candidates should apply with cover letter and resume to mforde@rmi.org on or before December 9, 2016