



ICLEI Africa

Manager: Energy and Low Emission Development

(24-month fixed term contract position based in Cape Town, with the potential of renewal)
REF – Manager: Energy & LED

ICLEI is a global network of over 2 000 cities and other subnational governments committed to building a sustainable future. ICLEI provides technical services, capacity building, networking opportunities and cutting-edge urban solutions to its network cities and their communities.

ICLEI's African Head Office, which serves ICLEI's network cities from across Africa, is based in Cape Town (www.africa.iclei.org) and is also home to **ICLEI's Global Cities Biodiversity Center (CBC)**, a center of excellence in the field of urban biodiversity and nature-based solutions for urban development (www.cbc.iclei.org).

Our work is conducted by a dynamic and passionate team of well qualified and highly skilled professionals that work with cities to ensure a more sustainable future. As an office that deeply cares for the cities it works with, the team adheres to a strong set of values. There is a culture and ethos of openness and sharing, where staff are always willing to support each other where they can. There is diversity of skills and experiences in our team of well over 50 staff that spans from those that have worked internationally at diplomatic and at technical levels, carrying Masters and Doctorate degrees, to those that are experienced practitioners in the fields of urban planning, economics, sustainability, social and environmental science and engineering. Given the number of languages spoken across the African continent and globally, ICLEI Africa has many bilingual and multilingual staff, and also supports staff development in adding more languages to their repertoire.

ICLEI Africa has the pleasure to invite suitably qualified individuals to apply for the position above to join our team of dynamic urban sustainability professionals.

ICLEI Africa is looking for a highly-skilled candidate to work with us in creating an enabling environment to improve energy security and access on the African continent via low carbon interventions.

The position is suitable for someone with strong and proven leadership skills, extensive project and people management expertise, and a passion for making a difference in African cities.

Candidates, via their applications, should provide evidence of the following experience:

- Leadership roles played in the energy and climate change field.
- Project management experience leading multi-year and multi-million rand projects on the continent
- Proven experience in managing diverse teams
- Proven experience demonstrating ability to work with multi-sectoral stakeholders in Africa to develop policies and practices that promote climate change mitigation, energy efficiency, renewable energy and energy access

- Unlocking climate finance at the local level, and the multi-level governance processes necessary to do so
- Curating, facilitating and delivering in-person and remote capacity development activities with the public and private sector
- Led stakeholder engagement, development of strategic partnerships, business development, project acquisition, and resource mobilisation
- Knowledge of government processes, procedures and mandates on the African continent

Requirements of this position:

- Relevant Honours, Masters or PhD degree in energy, engineering, economics, science, or a qualification from an equivalent numerate discipline
- At least 7 years of relevant fulltime work experience, preferably in strategic, leadership and / or managerial roles
- Ability to handle all aspects of project management, including budgeting, financial and narrative reporting, and people management
- Excellent analytical and succinct writing skills
- Excellent public speaking and facilitation skills
- Ability to think strategically and pioneer innovative solutions relevant to the context of multiple African cities
- Ability to multi-task and practise agility and flexibility in the delivery of projects and programmes
- Ability to produce cutting-edge technical reports, academic papers, popular articles, promotional and social media material, and to promote, enhance and expand the projects and partnerships he/ she leads at ICLEI Africa
- Innovative individual with a ‘can do’ attitude who can think on her/ his feet and harness well-established networks to further build ICLEI’s good reputation and networks across Africa and internationally
- Experience working in multiple African countries and cities
- High levels of diplomacy and engagement expertise, especially with high-level government stakeholders such as Mayors and Ministers and leaders in the relevant private, particularly climate finance sectors
- Experience with leading the development and delivery of in-person and online training, webinars and/ or virtual events
- Be located in Cape Town or able to relocate to Cape Town within 2 months of accepting an offer from ICLEI Africa
- Aptitude for working with numbers, and proficiency in Microsoft Excel
- Excellent English and/or French language (including writing) skills
- Proficiency in all Microsoft Office programmes
- Knowledge of/ experience with climate finance applications and processes, greenhouse gas inventory development, as well as energy related scenario building, target setting and monitoring, and reporting and verification processes
- Proficiency in French and/ or Portuguese over and above English will be a strong added advantage

All applicants for the above full-time, Cape Town-based positions must be South African residents, or possess permanent residency status or valid work/critical skills permit which enables candidates to be employed on a full-time basis in South Africa.

They should also have a fully functional, dedicated workspace at home for times when they may be required to work remotely (a company laptop will be provided).

Please forward **all of the following:**

- comprehensive CV
- covering/motivating letter
- copy of identity document, or in the case of non-South African applicants, a passport or equivalent, including valid work permit
- available starting date
- current and expected salary, and
- three contactable references

to iclei-africa@iclei.org by **5pm (SAST) on Tuesday 6 April 2021.**

Please include the correct reference (REF) in your email subject line and covering letter, to clearly indicate which position you are applying for.

No late or incomplete applications will be considered.

A market-related and competitive annual remuneration package (TCOE based) will be offered to successful candidates, taking into consideration qualifications and experience.

Applicants who have not been contacted within 60 working days after the closing date of this advertisement should regard their applications as unsuccessful.

ICLEI Africa reserves the right not to appoint an individual in relation to this job advert.

ICLEI Africa is open to applications for internships and volunteering in fields relevant to sustainability on an ongoing basis. Please email your CV with a covering letter (only if in possession of a valid work permit in the case on non-South African applicants) at any time to the same email address as indicated above at any time.