



WE ARE HIRING!

ICLEI is a global network of over 2 500 cities and other subnational governments and their associations committed to building a sustainable future. ICLEI provides technical services, capacity building, networking and global representation opportunities, as well as cutting-edge solutions to its member and network cities and regions, 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). ICLEI Africa has established a complementary office in Mauritius, namely the **ICLEI Africa Foundation**, to support and further enable its expanding services and expertise to governments across Africa. ICLEI Africa's footprint stretches across the continent, with staff located in several African countries, from where we serve our Members and implement projects.

The ICLEI Africa and ICLEI CBC teams: Our work is conducted by a dynamic and passionate team of well qualified and highly skilled professionals that work with cities and regions to ensure a more sustainable future. As an office that deeply cares for the constituency 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 a diversity of skills and experiences in our team of well over 60 staff that spans from those that work internationally at the highest advocacy, diplomatic and technical levels, to those that are driving impact at the local level as 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 and sustainability skills to their repertoire.

ICLEI Africa has the pleasure of inviting leading and suitably qualified individuals to apply for the position below, to join our African and/or global teams of dynamic sustainability professionals.

Please forward all of the following to iclei-africa@iclei.org by **17h00 (GMT+2) on 16 September 2024**. Note that all these documents will be treated as strictly confidential and only be used internally in ICLEI for this recruitment process:

- covering/motivating letter
- comprehensive CV
- copy of SA identity document, visa documents to work in South Africa, or in the case of non-South African applicants, a passport or equivalent identification papers proving the capacity to work in the country where the position is based
- available starting date

- current salary
- three contactable references

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

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, and the current salary scales of ICLEI Africa. In addition, successful candidates will qualify, as per our HR policy, for retirement and medical aid contributions, as well as home office allowances.

Candidates should have a fully internet-connected, functional, dedicated workspace at home (a company laptop will be provided).

Good team fit within the ICLEI team will be a consideration for all posts.

Applicants who have not been contacted within 90 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 any job advert.

We will be processing applications as they are received, and we reserve the right to close this advertisement before the final date stated should we find a suitable candidate. **As such, we encourage candidates to apply as soon as possible.**

ICLEI Africa is open to applications for internships in fields relevant to sustainability on an ongoing basis. Please email your CV with a covering letter at any time to the same email address as indicated above.

Head: African Cities Clean Cooking Facility **(24-month fixed term contract position with the potential of renewal)** **REF – Head: ACCF**

ICLEI Africa is seeking a highly skilled and motivated sustainable energy and clean cooking expert to lead the establishment and operationalisation of the African Cities Clean Cooking Facility (ACCF). To date, ICLEI Africa has implemented a cohort of clean cooking projects focused on increasing access to clean cooking for African city residents, especially those living in informal settlements. The ACCF will take these projects to additional locations, communities, cities and countries in Africa, harnessing existing and new partnerships, networks and lessons learnt.

The position is suitable for someone with a strong technical background, networks and partners in the field of clean cooking. An individual with the ability to develop and then harness innovative methods, funding mechanisms, policy levers, private sector resources, and community (including indigenous knowledge) innovation to drive the clean cooking revolution in African cities where significant backlogs in clean cooking access exist.

Candidates, via their application, should provide evidence of having:

- Worked with multi-sectoral stakeholders in Africa to develop policies and practices that promote clean cooking.
- A strong and active network of partner organisations and individuals that are critical to overcoming the barriers to scaled clean cooking deployment in African cities.
- A track record of business development and acquisition.
- Led the design and implementation of impactful community engagement and awareness creation activities on clean cooking, including the utilisation of various media channels and community engagement strategies to ensure broad understanding of cooking practices, and how clean cooking technologies and solutions can best serve the local context.
- Led the development and implementation of strategies to leverage existing finance mechanisms and harness new financing models, to increase the quantity and quality of finance for clean cooking.
- Engaged with policymakers at various levels to advocate for enabling policies and regulations that encourage the adoption and scale-up of clean cooking.
- Established and implemented robust monitoring and evaluation frameworks to track the performance and impact of clean cooking projects and programmes, ensuring accountability and continuous improvement.
- A strong commitment and understanding of how to tangibly integrate gender-sensitive, equitable and socially inclusive approaches into clean cooking initiatives.
- Collaborated with stakeholders, including government agencies, businesses, NGOs and industry partners, to foster partnerships that support clean cooking deployment, in a collaborative and meaningful way.
- Contributed to thought leadership in the field of clean cooking, especially in Africa.

Requirements of this position:

- Relevant postgraduate degree in energy, engineering, climate change, environmental science, or a qualification in an equivalent numerate discipline.
- At least 8 years of work experience, in the sustainable energy and clean cooking fields.

- Proven experience in programme leadership and management, which includes delivering outputs with high quality and within budget and set deadlines, and with significant benefit to stakeholders.
- Business development acumen and track record.
- Innovative, strategic and creative individual who is passionate about making a difference in Africa, by increasing access to clean cooking, with the myriad of benefits that result from such.
- A thought leader, with strong technical knowledge of clean cooking technologies and their practical applications.
- Excellent communication and interpersonal skills, with the ability to engage effectively with diverse stakeholders and manage a team of clean cooking and sustainable energy professionals.
- Willingness to travel within Africa and internationally, as required.
- Aptitude for working with numbers and budgets, and proficiency in Microsoft Excel.
- Excellent writing ability, as well as public speaking and facilitation skills.
- Proficiency in Microsoft Office programmes, especially Excel, Word and PowerPoint.
- Ability to engage professionally and diplomatically with high-level political and technical officials within public and private sectors.
- Ability to lead teams that play a knowledge broker/ intermediary role between government officials and their counterparts in other sectors, to bridge divides and overcome barriers to scaled clean cooking action.
- Ability to produce high quality technical reports, academic papers, popular articles, promotional and social media material.
- Ability to promote, enhance and expand the initiatives, projects and partnerships she/he is involved in, and make linkages between programmes and projects on the continent, and globally, for maximum efficiency and impact.
- Innovative, proactive and agile individual with a 'can do' attitude who can think on her/his feet, show initiative and harness well-established networks to further build ICLEI's good reputation and networks across Africa and internationally.

Additional skills seen as a plus:

- Knowledge of the informal settlement sector in African cities.
- Proficiency in French and/or other languages spoken in African cities (in addition to English) will be a strong added advantage.