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TERMS OF REFERENCE

Senior Project Manager on Energy System Sustainable Recovery and Investment Support

(Category 1)

ToR Date of Issuance: September 12, 2024

Due Date for Applications: October 16, 2024

1. Objective(s) and Linkages to Reforms

The Recovery and Reform Support Team (the RST) at the Ministry of Energy of Ukraine (the Ministry) is a group of Ukrainian professionals (non-civil servants) funded temporarily through the Ukraine Recovery and Reform Architecture (URA)1 programme that provides targeted technical support and assists the Ministry in the design and implementation of priority reforms.

The RST was launched in 2021 to assist the Ministry with the implementation of priority reforms in the following areas: an integrated approach to the formulation of energy policy, ensuring efficient operation of energy markets, coal industry reform, improving energy efficiency, implementation of the National Emission Reduction Plan, public administration reform and capacity building.

Since February 2022, the RST has also assisted the Ministry in ensuring the stability of the energy system in the context of heavy damages inflicted on its critical infrastructure by the ongoing war in Ukraine. The team provides coordination, analytical and expert support to the Ministry in areas such as evaluation of damages, repair of critical infrastructure, formulation of energy sector related recovery plans and cooperation with international partners.

2. Position and Reporting Lines

The Senior Project Manager on Energy System Sustainable Recovery and Investment Support will be a full-time consultant in the RST at the Ministry.

The Senior Project Manager on Energy System Sustainable Recovery and Investment support will be responsible for the following:

- coordination and facilitation of energy system sustainable recovery and investment support process;
- policy management (policy development, implementation plans, risk management, etc.);
- providing consulting and expert support in preparing and drafting strategies, policy papers, analytical materials, and implementation plans roadmaps;
- supporting the Ministry in determining priority sustainable investment and recovery projects in the energy sector;

[1] Ukraine Recovery and Reform Architecture (URA) is a comprehensive technical assistance programme deployed by the European Bank for Reconstruction and Development (EBRD), in partnership with the European Union, to support critical reform processes in Ukraine. URA is financed from the Ukraine Stabilisation and Sustainable Growth Multi-Donor Account (MDA) managed by the EBRD.

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- acting as a focal point for coordination between the Ministry and relevant stakeholders (experts, government officials, donors, partners etc.);

The Senior Project Manager will be subordinated to and coordinated by the RST Director.

The Senior Project Manager will work in close cooperation with the Deputy Minister of Energy in the relevant areas.

3. Duration and Proposed Timeframe

This consultancy assignment is expected to start in November 2024 with an estimated overall duration until August 2025. The duration of the assignment will depend on the availability of funding, the needs of the URA programme and the performance of the selected consultant.

4. Main Duties and Responsibilities

- overall steam management:
    - tracking monthly activities, updating timelines, monitoring implementation, reporting on activities as per approved Work Plan;
    - providing recommendations for policy adjustments or enhancements to align with evolving energy trends and international standards;
    - participating in the development of a comprehensive strategy for attracting grant assistance, ensuring alignment with the Restoration Project of Winterization and Energy Resources;
    - developing strategies to align Ukraine's aid projects in the energy sector with the eligibility criteria and priorities of European aid programs;
- support the Ministry’s cooperation with international donors and financial partners in line with the priorities of the annual Enlargement Report on Ukraine 2023, Ukraine Facility for 2024-2027 and NECP of Ukraine by 2030:
    - analyzing national and international energy policies to identify opportunities and challenges for sustainable recovery and investment support;
    - coordinating the development and implementation of the Ministry of Energy's priority initiatives in the field of energy infrastructure restoration, and development of the capacity to attract investment in the energy sector;
    - collecting and analyzing investment projects for energy recovery and development;
    - evaluating emerging technologies in the energy sector and assess their feasibility for implementation in Ukraine;
    - identifying potential grant sources, both domestic and international, and establishing effective communication with stakeholders interested in supporting sustainable recovery initiatives;
- coordinating the preparation and finalizing of strategic documents:
    - Evaluation and Learning on Past Investment Projects document (including suggesting ways to streamline procurement, establishing accelerated project pipelines for recurring partnerships, delivering analytics and advising on methods to optimize EU investment flows);
    - concept paper / recommendations on implementation of priority sustainable investment and recovery projects for Ukraine’s energy sector;

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- recommendations on negotiation position in the process of attracting support for the restoration of the energy sector in line with the priorities of the annual Enlargement Report on Ukraine 2023;
- a vision of the multi-donor platforms effective functioning in part of energy (inc. IRENA fund, Regular online G7+ meetings on Ukraine energy sector support, International Advisory Energy Council, and others) and providing recommendations on negotiation position and legal framework development in attracting support for energy sector recovery and restoration;
- support the Ministry's activity in different coordination mechanisms and multi-donor platforms as well as in bilateral and multilateral energy partnerships (German-Ukrainian Energy Partnership, Ukraine-Denmark Energy Partnership Program, Ukraine-USA Energy Partnership, Clean Energy Partnership and others):
  - defining the new areas of possible cooperation for energy recovery and investment projects;
  - fostering cooperation and partnerships in the field of energy infrastructure restoration, and development of the capacity to attract investment in the energy sector;
  - communicating with stakeholders on development and implementation of energy recovery and investment projects;
- guidelines and recommendations on preparation of digital projects for the energy sector of Ukraine (data hub with smart meters, data centres etc.) including recommendations on negotiation position and legal framework development;
- guidelines and recommendations on investment opportunities in Ukraine's energy sector including description of possible traditional energy and renewable energy projects for investments and recovery;

- support the Ministry in obtaining humanitarian aid for restoration:
  - supporting the workflow of the Ukraine Energy Support Fund (UESF) - lobbying for new contributions, in-kind support and other humanitarian aid;
  - communicating with humanitarian organizations which gather funds from world energy companies to finance and implement some energy projects in Ukraine for social institutions (schools, hospitals etc.);
  - fostering strategic partnerships with international organizations, governments, and industry partners to share best practices, access global expertise and enhance the effectiveness of the UESF;
- project management, monitoring and reporting:
  - resolving the problems and obstacles encountered during the RST activity, identifying and communicating important issues in the expert's areas of responsibility that require decision of RST Director and the Deputy Ministers;
  - utilizing data analytics to assess the impact of energy recovery projects, inform decision-making processes, and implementing data-driven strategies for optimizing resource allocation and project prioritization;
  - developing a comprehensive monitoring and reporting framework to track the impact of energy recovery initiatives;
  - providing report progress and key performance indicators to stakeholders, including the public, donors, and government officials;

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- collaborating with legal experts to assess and enhance the regulatory framework for energy recovery and investment support;
- proposing legislative amendments to create an enabling environment for sustainable energy projects;
- other tasks and responsibilities as assigned by the RST Director.

5. Qualifications, Skills and Experience

5.1 Qualifications and Skills

- Master's degree in Energy, Engineering, Finance, Economics, Law or Ecology;
- strong organisational management, communication and presentation skills;
- proven ability to organise and lead teams in business or public organisations;
- fluency in Ukrainian and English;
- PC literacy.

5.2 Professional Experience

- minimum 7 years of general professional experience;
- minimum 5 years of experience in the energy sector (climate and environmental policy, energy efficiency, energy markets, Ukraine-EU integration policy, public policy, etc.), in public or business administration, investment or consulting.

5.3 Other competencies:

- familiarity with the reform agenda in Ukraine and understanding of the policy formulation process is an asset;
- experience in project management and monitoring;
- experience in cooperation with the government is an asset;
- experience in international companies, organizations or institutions is an asset;
- experience in leading team of experts in international programmes/organizations is an asset;
- impeccable ethical standards.

6. Funding Source

The funding source of this assignment is the EBRD Ukraine Stabilisation and Sustainable Growth Multi-Donor Account (MDA). Contributors to the MDA are Austria, Denmark, Finland, France, Germany, Italy, Japan, Latvia, the Netherlands, Norway, Poland, Sweden, Switzerland, the United Kingdom, the United States and the European Union.

Please note, selection and contracting will be subject to the availability of funding.

7. Submissions

Submissions must be prepared in English only and delivered electronically **23:59 (Kyiv time) on October 16, 2024** to the following address: **rst.mev@gmail.com**

All submissions must include a completed Application Form, NDA Form, the candidate's Curriculum Vitae and contact details of three referees who, if contacted, can attest to the professional background of the candidate.

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Only applications which have been submitted using the correct template and are fully completed will be considered.

The Application Form and NDA Form can be found on the publication resource.

Important notice: only Ukrainian nationals are eligible to apply; civil servants are not eligible to apply unless 6 months have elapsed since they left such employment.

8. Selection Procedure

Following the evaluation of all applications received, selected candidates may be invited to the test. Only shortlisted candidates will be invited to the interview.

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