

Junior Expert (JE) Job description

I. DESCRIPTIVE PART OF THE JOB

Application date	09 June 2020
Job title	Junior Expert Training in sustainable renewable energy
Main job domain (sector of activity)	<i>Design, develop and roll-out of fit-for-purpose train-the trainer programmes to improve energy sector planning and SME development</i>
Job holder (name of JE) <i>(to be filled in after the selection of JE)</i>	
Job holder's (JE's) Signature + date <i>(to be filled in after the selection of JE)</i>	

General information			
Enabel or NGA Project/programme	<input checked="" type="checkbox"/> Enabel	If Enabel : Navision code	MOZ1403011
	<input type="checkbox"/> NGA	If NGA : NGA name	
Full denomination of the project/programme	'Capacity development of the Ministry of Mineral Resources and Energy and of Arene' – Mozambique (CB-MIREME/ARENE)		
Project/programme 's location	Mozambique		
Duty station of supervisor	Maputo - Mozambique	Duty station of JE	Maputo - with regular visits to (especially the Central) provinces of Mozambique
JE will be assigned to	<input checked="" type="checkbox"/> Project/programme		<input type="checkbox"/> Representation (Enabel)/Country Office (NGA)
Project duration (dd/mm/yy)	Start date:	01/07/2017 (CB-MIREME)	Expected starting date for the job (dd/mm/yy): February 2021
	End date:	30/06/2022 (CB-MIREME) ¹	
Requested JE contract duration	<input type="checkbox"/> 1 year		<input checked="" type="checkbox"/> 1 year with possible extension
Project/programme's contribution to the SDG's	<input checked="" type="checkbox"/> No poverty <input type="checkbox"/> Zero Hunger <input checked="" type="checkbox"/> Health & Well-being <input type="checkbox"/> Quality Education <input checked="" type="checkbox"/> Gender Equality <input type="checkbox"/> Water & Sanitation <input checked="" type="checkbox"/> Affordable & Clean Energy		<input checked="" type="checkbox"/> Decent Work & Economic Growth <input checked="" type="checkbox"/> Innovation & Infrastructure <input type="checkbox"/> Reduced inequality <input checked="" type="checkbox"/> Sustainable cities & Communities
			<input checked="" type="checkbox"/> Responsible consumption & production <input checked="" type="checkbox"/> Climate <input type="checkbox"/> Life below water <input checked="" type="checkbox"/> Life on land <input type="checkbox"/> Peace & Justice <input checked="" type="checkbox"/> Partnerships for the Goals

¹ The theoretical end date of the project is June 30, 2022 (decided on the first steering committee). On the other hand, the Specific Convention expires on 17/4/2023. Due to the Covid crisis, some activities are delayed in their implementation, for this reason the end of the project will be adapted and is scheduled for the end of the first quarter of 2023.

<p>1. Context of project 2. Objectives of project 3. Beneficiaries of project 4. Main activities of project</p>	<p>1. Mozambique has abundant resources which can be used to generate cleaner, cheaper and accessible sustainable energy. In 2011, the United Nations launched the Sustainable Energy for All (SE4All) initiative to ensure universal access by 2030 to modern energy services, double the global rate of improvement in energy efficiency, and double the share of renewable energy in the global mix. The collaboration between the Government of Mozambique and Belgium in the domain of renewable energy covers a project (RERD2) for development of solar and hydro off-grid systems, and a capacity strengthening project (CB-MIREME/ARENE) of the Ministry of Mineral Resources and Energy (MIREME) and the new energy regulatory body (ARENE). Both emphasize sustainable access to renewable energy for productive uses. Even though a wide range of socio-economic and environmental arguments are in favour of renewable energy systems, policy and legal barriers, technical barriers and financial barriers do persist. Specific examples are poor policy frameworks, pricing distortions, high initial capital costs, weak dissemination strategies and lack of skilled manpower or consumer awareness.</p> <p>2. It is in this context that support has been given in the past year to MIREME and ARENE to support training of staff members in various relevant fields, such as energy sector and minigrid regulation, GIS, human resources management in minigrid projects, and introduction to solar and off grid P.V. technologies. The main lessons are that there is a clear need for more training in various aspects of delivering on the SE4ALL objectives, especially in the realm of renewable energy technology, economics and sector planning, decentralized production and consumption, regulation, productive use, and gender-mainstreaming. However, the cost of such training, the unfamiliarity with and sometimes inaccessibility of on-line courses, and weak monitoring and evaluation mechanisms lead to a thin spread of such training efforts, especially at the local level. In addition, public sector's interactions with the private sector are also hampered by lack of knowledge and skills in renewable energy technology and economics to promote production, generation and maintenance of locally adapted renewable energy technology capacity by Small and Medium-sized enterprises (SMEs). A junior expert is sought who will assist with the identification, design and roll-out of train-the-trainer programmes in MIREME and ARENE. These training programmes will focus on knowledge of sector planning, regulation and renewable energy's role in this on the one hand (inreach), and on the skills to promote adapted technology production and maintenance by local SMEs on the other (outreach). In both cases, the emphasis lies on sustainable access to energy for the rural areas of Mozambique.</p> <p>3. Direct support to the Mozambican-Belgian capacity strengthening interventions in MIREME. Direct beneficiaries are the rural population, with specific attention to the provinces of Sofala, Manica and Zambezia.</p> <p>4. A first task consists of identifying with relevant MIREME and ARENE staff, which training information on planning methodologies, energy technologies, economics and regulations are useful for simplification and dissemination among the organisations' staff at national and local level. A second task will consist of designing and developing an appropriate train-the-trainer programme and roll-out strategy at national and local level in and with each of the partner organisations. The train-the trainers programme will cover two tracks. One track will focus on the dissemination by trained staff in the organisations of the simplified relevant knowledge components. The other will focus on equipping central and local staff with the basic skills required to interact with, inform and promote local technical capacity in SMEs. In the latter outreach track, explicit attention will go to the promotion with partner organisations of interests and opportunities for vocational training of rural youth in producing, installing and maintaining renewable energy solutions.</p>
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4. Main activities of project	Building systematic links with the TVET ² Toolbox facility is envisaged here. A final task will be documentation and capitalisation. The lessons learnt in terms of simplification of training materials, methodologies for both in- and outreach and promotion, and impact on TVET opportunities will allow both Enabel, Mireme and Arene to develop products for capitalisation and communication.
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Working language(s) in the project/ programme	<input checked="" type="checkbox"/> French	<input checked="" type="checkbox"/> Portuguese
	<input checked="" type="checkbox"/> English	<input type="checkbox"/> Others:

Position of the JE within the organisation	
<i>The JE depends hierarchically on the supervisor (N+1). Besides the supervisor, one or more resource persons for technical support of the JE may be appointed in case the supervisor does not have the same technical background as the JE. If this person is already identified, please indicate below.</i>	
Supervisor's <u>name</u>, <u>job title</u> & <u>background</u>	Evert WAETERLOOS - Intervention Manager CB MIREME/ARENE <i>Sociologist – Rural Development Policy and Management Specialist</i>
Resource person(s) for technical support's <u>name</u>, <u>job title</u> & <u>background</u>	<ul style="list-style-type: none"> • Damião Victor NAMUERA - Tecnico DNE MIREME • Antoine DE CLIPPELE - Junior Expert Energy Data and Information Management • Collaborators in Enabel Mozambique, FUNAE, MIREME HQ (Directorate of Planning and Cooperation (DPC and National Directorate of Energy (DNE), Provincial MIREME Directorates and ARENE • Expert EST- Enabel Brussels HQ (Education cell and infrastructure) and EU TVET Toolbox (based at Enabel HQ)
For Enabel JE, the follow-up will be assured by a Junior Programme Project Officer.	
For NGA JE: <u>name</u> & <u>job title</u> of the contact person from NGA headquarters that will assure the follow-up	/

² Technical and Vocational Education and Training: Education and training which provides knowledge and skills for employment. TVET uses formal, non-formal and informal learning.

JE – Job description

Job objective

Explain in one concise sentence the purpose of the job. What real need does this job fulfil? What's the added value of the job?

The Junior Expert will assist with the identification, design and roll-out of train-the-trainer programmes in MIREME and ARENE to build internal capacity to manage faster and more appropriate dissemination of knowledge and skills within all levels of the organization, as follow :

1. A first task consists of **identifying** with relevant MIREME and ARENE staff **which training information** on planning methodologies, energy technologies, economics and regulations are useful for simplification and dissemination among the organisations' staff at national and local level (*result area 1*) ;
2. A second task will consist of **designing and developing an appropriate train-the-trainer programme and roll-out strategy at national and local level** in and with each of the partner organisations. The train-the trainers programme will cover two tracks (*result area 2*) :
 - one track (*inreach*) will focus on the dissemination by trained staff in the organisations of the simplified relevant knowledge components;
 - the other (*outreach*) will focus on equipping central and local staff with the basic skills required to interact with, inform and promote local technical capacity in SMEs.
3. In the latter outreach track, explicit attention will go to the **promotion with partner organisations of interests and opportunities for vocational training of rural youth in producing, installing and maintaining renewable energy solutions**. Building systematic links with the TVET³ Toolbox facility is envisaged here (*result area 3*) ;
4. A final task will be **documentation and capitalisation**. The lessons learnt in terms of simplification of training materials, methodologies for both in- and outreach and promotion, and impact on TVET opportunities will allow both Enabel, Mireme and Arene to develop products for capitalisation and communication (*result area 4*).

Result area n°1		Time in % :	20%
JE's role	Identify which training information is useful for simplification and dissemination		
JE's responsibility	Desk top summary, interviews and analysis of available information		
In order to...	Establish training topics		
Most important tasks	Together with relevant MIREME and ARENE staff identify and assess which training information on planning methodologies, energy technologies, economics and regulations are available and useful for simplification and dissemination among a larger contingent of the organisation's staff at national and local level		
Expected outputs	Review report with recommendations on priority training topics and simplification needs		

³ Technical and Vocational Education and Training: Education and training which provides knowledge and skills for employment. TVET uses formal, non-formal and informal learning.

Result area n°2		Time in % :	40%
JE's role	Design and develop train-the-trainer programme		
JE's responsibility	Desk top summary, interviews, provincial visits and analysis of available information.		
In order to ...	Establish a systematic simplified content and roll-out strategy for train-the-trainers programme at central and local level		
Most important tasks	One track will focus on the dissemination by trained staff throughout the organisations of the relevant knowledge components (<i>inreach</i>). The other will focus on trained staff to equip central and local colleagues with the skills required to interact with, inform and promote local technical capacity in SMEs (<i>outreach</i>).		
Expected outputs	Train-the trainer programme components for <i>inreach</i> and <i>outreach</i>		

Result area n°3		Time in % :	30%
JE's role	Building systematic links with TVET institutions, SMEs and (rural) youth candidates		
JE's responsibility	Content advice, operational and logistical assistance		
In order to ...	Improve the promotion of interests and opportunities for vocational training of rural youth in producing, installing and maintaining renewable energy solutions		
Most important tasks	Build in systematic attention for the promotion with partner organisations of interests and opportunities for vocational training of rural youth Build systematic links with the TVET institutions, candidates, SMEs and Toolbox facility		
Expected outputs	<ul style="list-style-type: none"> - data base on local SMEs - links with local TVET institutions - identified candidates and opportunities for TVET in producing, installing and maintaining renewable energy solutions - expertise inputs through TVET Toolbox 		

Result area n°4		Time in % :	10%
JE's role	Communication and capitalization		
JE's responsibility	Prepare and deliver documentation and presentations on implementation of train-the-trainer programme for capitalization and dissemination purposes		
In order to ...	Improve the capacity in MIREME, Arene and Enabel to promote SE4All and renewable energy systems for productive use in rural areas.		
Most important tasks	Assist in external and public reporting, briefings and presentations on inreach and outreach programme through a train-the-trainer approach		
Expected outputs	<ul style="list-style-type: none"> - briefings, presentations, capitalization documents - participation national and international fora - media interactions, including e-media - exchange of experience with similar national and international initiatives - increased visibility of MIREME, Arene and Enabel 		

Besides these tasks mentioned above in the result areas, we can ask the JE, depending on the needs of the Junior Programme, to accomplish any other tasks that might be considered necessary for the correct functioning of the programme and that are in line with his/her profile.

JE's contribution to the Junior Programme priorities	
Innovation	
<i>What space does the function offer for experimenting with innovative tools/approaches? E.g.: action research, testing & roll-out of new technologies, etc.</i>	
JE's role	Systematically document and analyse training needs and available information. Assist in the (re)design, production and dissemination of training material and methodologies through a train-the-trainer approach
JE's responsibility	Desk top summary and analysis of available information Provide examples, recommendations and advice
In order to ...	Improve the internal capacity in MIREME and ARENE to promote renewable energy systems for productive use in rural areas.
Most important tasks-	<ul style="list-style-type: none"> - identify with relevant MIREME and ARENE training staff, which training information on planning methodologies, energy technologies, economics and regulations are useful for simplification and dissemination at national and local level. - design and develop an appropriate train-the-trainer programme and roll-out strategy for and with each of the partner organisations
Expected outputs	<ul style="list-style-type: none"> - identification of MIREME and ARENE training information on planning methodologies, energy technologies, economics and regulations - Design and development of train-the-trainer programme and roll-out strategy

Networking & partnerships	
<i>Does the working environment offer opportunities to create/stimulate certain networks or partnerships (contribution to SDG 17)? E.g.: organise a Good Practices workshop on a local level on a theme the JE is working on; represent the project in local thematic meetings/platforms, etc</i>	
JE's role	Networking, communication and capitalization
JE's responsibility	Promotion of interests and opportunities for vocational training of rural youth. Building systematic links with SMEs, TVET institutions and the TVET Toolbox facility. Documentation and capitalization of lessons learnt in terms of simplification of training materials, methodologies for both in- and outreach and promotion, and impact on TVET opportunities. Develop products for capitalization and communication.
In order to ...	Improve the capacity of the local SMES to produce, install and maintain renewable energy systems for productive use in rural areas. Capitalize and network on the novel approach of train-the-trainers
Most important tasks	<ul style="list-style-type: none"> - identify local SMEs - establish links with local TVET institutions - identify candidates and opportunities for TVET in producing, installing and maintaining renewable energy solutions - source expertise inputs through TVET Toolbox - draft capitalization and communication products
Expected outputs	<ul style="list-style-type: none"> - data base on local SMEs - links with local TVET institutions - identified candidates and opportunities for TVET in producing, installing and maintaining renewable energy solutions - expertise inputs through TVET Toolbox - briefings and presentations - participation national and international fora - capitalization products - increased visibility of MIREME, Arene and Enabel

Capacity building	
<i>How will the JE contribute to the capacity building of the local partners, of the hosting partner team, etc ? Will (s)he have the possibility to work in pairs with a young local professional?</i>	
JE's role	Assist in roll-out train-the-trainer programme.
JE's responsibility	Design and develop curriculum, recommendations and advice
In order to ...	Improve the capacity in MIREME and Arene to promote renewable energy systems for productive use in rural areas.
Most important tasks	<ul style="list-style-type: none"> - Assist in train-the-trainers programme for dissemination throughout the organisations of relevant knowledge components (inreach programme). - Assist in train-the-trainers programme for outreach to SMEs
Expected outputs	<ul style="list-style-type: none"> - train-the-trainer programmes rolled out (in- and outreach). - candidates and opportunities for TVET in producing, installing and maintaining renewable energy solutions identified - improved communication and promotion materials on train-the-trainer programme

Requested profile			
Required training/degree for the job <i>> Remark : will be eliminatory on CV for the candidates. Be complete & specific, please.</i>	<input type="checkbox"/> Agronomy/ Bio-engineer <input type="checkbox"/> Biology/ Environment <input type="checkbox"/> Geography <input type="checkbox"/> Civil/industrial/ electrical engineer/ Architect <input type="checkbox"/> ICT/NTIC <input type="checkbox"/> Mathematics/ Exact sciences <input type="checkbox"/> Law/Criminology	<input type="checkbox"/> Political sciences/ International relations/ Diplomacy <input checked="" type="checkbox"/> Sociology/ Anthropology/Social work <input type="checkbox"/> Psychology <input type="checkbox"/> History/Philosophy/ Art/Religion <input checked="" type="checkbox"/> Educational sciences <input checked="" type="checkbox"/> Human resources / Organizational development	<input type="checkbox"/> Economy/Commercial engineer/Marketing <input type="checkbox"/> Communication/Public relations/Journalism <input type="checkbox"/> Languages/Philology /Translator <input type="checkbox"/> (Bio/Para) medical sciences <input type="checkbox"/> Public health <input type="checkbox"/> Development studies <input type="checkbox"/> All profiles
Necessary specific knowledge for the job <i>> Remark : will be eliminatory on CV for the candidates.</i>	Certificate in education AND/OR professional experience in setting up and conducting training courses (3 months minimum).		
Language skills <i>> Indicate which language skills are essential or preferable for the job with possible comments on the expected level of knowledge and/or an argumentation.</i>	Languages	Knowledge	Comments
	English	<input checked="" type="checkbox"/> Essential <input type="checkbox"/> Preferable	
	French/Dutch	<input type="checkbox"/> Essential <input checked="" type="checkbox"/> Preferable	
	Portuguese	<input type="checkbox"/> Essential <input checked="" type="checkbox"/> Preferable	The JE will need to learn Portuguese ASAP
Preferred assets for the job <i>> Remark : will <u>not</u> be eliminatory on CV for the candidates.</i>	<ul style="list-style-type: none"> • Ability to analyze and synthesize training information • Ability to write and present reports and assure effective communication with internal and external stakeholders • Experience with adult education, train-the trainers, organizational development • Affinity with issues of sustainable development and renewable energy • Ability to work with various stakeholders in a support function and under supervision • Willingness to travel and work in rural provincial settings in Mozambique • Flexible yet able to work in a structured and systematic manner • Dynamic, good team-player, able to work in multicultural environment and to establish good working relations with colleagues, local partners, and beneficiaries 		
Driver's licence for motorcycle & car	Motorcycle	<input type="checkbox"/> Essential <input type="checkbox"/> Preferable	Car
			<input type="checkbox"/> Essential <input checked="" type="checkbox"/> Preferable

Country context information	
Living conditions	
Capital / rural area	Capital
Security context	Relatively safe environment, when taking basic safety measures
Access to services	Yes, except for drinking water from the tap and reliable public transport
Isolation / social life	Not isolated
Location suited for families (with children)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Other useful observations?	/
Work context & conditions	
Work location	The JE will be based in Maputo but will spend at least a fifth of his/her time in the provinces, especially Zambezia, Sofala and Manica (via local flights).
Field exposure? <i>(Direct contact with beneficiaries & local reality, frequency field missions, ...)</i>	<ul style="list-style-type: none"> • Yes ($\geq 20\%$) - at least one to two weeks every 3 months. • Participation in national and international meetings/seminars is also considered as field exposure and has to be added on top of that.
Accessibility of the supervisor	Very accessible
Teamwork / isolated work	Team work
What transport arrangements will the <u>project</u> consider in order to insure the JE's <u>professional</u> travels/journeys?	<input type="checkbox"/> Motorcycle from the project at disposal of the JE
	<input checked="" type="checkbox"/> Borrow a car belonging to the project/programme when required
	<input type="checkbox"/> Local transport? What? :
	<input checked="" type="checkbox"/> Other, please specify : flights to the provinces & car of the project to move in the province when there is one
What transport arrangements will the <u>JE</u> consider in order to ensure his/her <u>private</u> travels/journeys?	<input type="checkbox"/> Motorcycle
	<input checked="" type="checkbox"/> Car
	<input checked="" type="checkbox"/> Local transport? What? local buses are available but not recommended (unsafe, overcrowded, irregular)
	<input checked="" type="checkbox"/> Other, please specify: To move around, having a car is not necessary. However, for private travels it is better to have a car (4x4). Buses can be used but are time consuming and unreliable.
Other useful observations?	/