



DATE: December 29, 2015

SUBJECT: JOB VACANCY ANNOUNCEMENT – FSN/2015/11

TO: All Qualified Applicants

JOB TITLE: USAID DEVELOPMENT ASSISTANCE SPECIALIST ((ECONOMIC OFFICE GROWTH & ENERGY SPECIALIST)

GRADE: FSN-11 *with the possibility of hiring the employee at the lower grade*

Note: Due to the number of applications we receive, only applicants who have been short listed will be contacted by USAID.

1. BASIC FUNCTION OF POSITION

This position is located in the Economic Growth Office (EGO) Team. Under the general administrative supervision of the USAID/Senegal Senior Economic Growth and Energy Specialist, with guidance and support on technical issues from the EGO Director, the Economic Growth and Energy Specialist is a Senior Foreign Service National (FSN) and performs a variety of independent complex research, technical expertise, reporting, activity monitoring, policy dialogue and advice, and analytical duties for programs related to economic growth and energy. The Energy Specialist will: 1) serve as Contracting Officer Representative (COR) and/or Activity Manager for assigned activities; 2) provide technical assistance and serve as a technical advisor on energy project design and development; 3) provide strategic direction and vision for USG-funded activities and projects in electricity generation and transmission, and other energy projects leading to expanded economic growth opportunities and to the mitigation of climate change in the region; 4) serve as principal USAID liaison with designated project personnel; 5) conduct analysis of economic environment in Senegal as required to inform policy and program decisions on development and management of USAID Power Africa energy projects; 6) keep supervisor, Economic Growth Office leadership, and Mission Management apprised of important developments and their implications for Mission programs in assigned sector; 7) participate in strategic programming and budget discussions and provide analysis and input to inform policy and programming decisions; 8) participate in and/or lead new project and activity designs; 9) contribute substantively and in a timely manner to all annual and semi-annual report preparations and ensure that sub-missions are accurate and reflect USAID's achievements and program challenges; 10) serve on cross-cutting teams as assigned and contribute to energy project design and development expertise and knowledge to USAID Missions related to the Power Africa Initiative.

2. MAJOR DUTIES AND RESPONSIBILITIES

The Energy Specialist's duties and responsibilities will focus on:

- **Technical Leadership:** As a senior expert in energy project design, development and implementation, the Energy Specialist will be responsible for ensuring that USAID development assistance programming and implementation reflects best practices and state-of-the-art knowledge that supports the development of competitive and bankable private sector energy projects in Senegal. He/she will have experience in not only technical aspects of the energy sector but also have worked on improving the enabling environment. The Energy



Specialist will have a strong network of local and regional energy contacts. He/she will maintain strong and supportive relations with USAID technical offices in Washington, other U.S. Government agencies involved in trade and industry development such as the U.S. Trade Representative (USTR), the U.S. Trade Development Agency (USTDA), the U.S. Department of Commerce (DOC), the State Department, and the Treasury Department, other donors and multilateral partners, and regional African institutions such as the OMVG (Organisation pour la Mise en valeur du Fleuve Gambie), OMVS (Organisation pour la Mise en valeur du Fleuve Senegal), and the Economic Community of West African states (ECOWAS).

- **Bilateral Mission Support:** As a senior advisor to USAID/Senegal, the Energy Specialist will be responsible for providing consistent, high quality, customer-friendly technical support to the Senegal Mission under the Power Africa Initiative. The Energy Specialist will provide services such as technical analysis and advice, project planning support, project review and/or evaluation, and capacity building, including training.

- **Program Management:** The Energy Specialist may be responsible for effective management of one or more contracts and/or grants, and for discharging the full range of Contracting/Agreement Officer Representative (COR or AOR) responsibilities as assigned by the contracting officer. If assigned as COR, the Energy Specialist will be expected to achieve a high level of tangible, concrete development program results. In this context, the Energy Specialist will be accountable for high performance in all program management functions such as planning, budgeting, implementation, monitoring, evaluation, and site visits. These contracts and/or grants could be USAID/Senegal funded programs or those related to the broader Power Africa Initiative. Related direct responsibilities include assisting with overall Mission business processes and reporting requirements, including, but not limited to, annual and special reports, operating year budget planning, and financial management.

- **Representation:** As a senior development professional, the Energy Specialist will be responsible for effective outreach and constructive relationships to a range of diverse organizations that include local stakeholder organizations and private companies, international corporations, ECOWAS, and/or other African institutions, USAID bilateral missions, other senior United States Government (USG) agency representatives, host country counterpart officials, to include the ministerial level, and other donors, both bilateral and multilateral.

Technical Assistance and Support

100%

The Energy Specialist will advise and support USAID/Senegal and will liaise closely with the Power Africa Initiative as this rolls-out in the coming years. While implementing this role, the Energy Specialist will perform the following duties and responsibilities:

1. Provide Policy and Energy Sector Advice and Support to USAID/Senegal

The Energy Specialist will be responsible for advising USAID/Senegal on the formulation of energy projects in support of Power Africa and follow up on relevant energy programs or legislation. He/she will lead the planning and development of select energy projects. As a member of the Economic Growth Office, he/she will gather information, develop plans, structure and implement program initiatives and technical assistance activities that support the Power Africa Initiative. The Energy Specialist will be responsible for preparing an Energy Plan for USAID/Senegal that aligns with achieving Power Africa goals, develop budgets, and undertake steps that are necessary to advance energy projects. The Energy Specialist will work with the USAID/West Africa regional mission to help coordinate regional energy activities.

2. Manage Energy Activities

If USAID/Senegal budget levels allow the design and implementation of new projects and/or activities in energy, the Energy Specialist is expected to manage these activities. He/she will have major responsibilities in the



conceptualization, planning, development, and management of regional energy and infrastructure initiatives and programs, including those sponsored by the Power Africa Initiative.

The Energy Specialist will be part of the Mission's Economic Growth Team and will contribute to the development of measures to identify and advance bankable energy projects. This will include coordinating with the activities being implemented by USAID/Senegal and regional missions, including activities aimed at supporting the West Africa Power Pool, the transboundary energy projects OMVS (Organisation pour la Mise en Valeur du Fleuve Senegal) and OMVG (Organisation pour la Mise en Valeur du Fleuve Gambie), working to synchronize regional policies and investment incentives, attracting new foreign and local investors in Senegal's energy sector, and supporting and building the enabling environment within the energy sector. He/she will be knowledgeable on environmental effects of various types of energy interventions and shall advise USAID and partners on the most sustainable options.

3. Develop Synergies between USAID/Senegal and Other Stakeholders in the Energy Sector

The Energy Specialist will collaborate with other USAID missions, donors, and partners to the maximum extent possible to achieve the greatest possible synergies in national and regional energy activities. He/she will explore ways to achieve synergies through enhanced coordination, capacity building activities, programs of joint technical assistance and support. In addition, the Energy Specialist will advise on decisions regarding alternative ways to fund its initiatives, including Development Credit Authority (DCA) and/or Global Development Alliance (GDA) mechanisms. When GDA and DCA programs are pursued, the Energy Specialist will work closely with the Economic Growth Office and the Public Private Partnership specialist to plan, design, and implement those partnerships. In addition, the Energy Specialist may also be required to review and make judgments upon proposed requests for assistance in energy, liaising with the Public Private Partnership specialist to advise the Mission on initial structuring of public private partnership arrangements, advising the Mission on the development of sector market strategies, investor identification and the planning of conferences, comparing the environmental consequences and sustainability of various energy development options, and serving as the point contact for stakeholder inquiries relating to assistance in energy. The Energy Specialist will serve as an important source of expert information, advice, and assistance to USAID/Senegal, the Power Africa Coordinator's Office, the Africa Bureau in Washington, and other USG officials on energy issues.

4. Assist Power Africa and USAID/Washington Africa Bureau

In addition to providing direct support to USAID/Senegal, the Energy Specialist will be responsible for assisting the Power Africa Coordinator's Office and USAID Africa Bureau in its implementation of Power Africa. This may include provision of technical support to selected late-stage projects in Senegal with the goal of providing an extra push that will help move the project forward towards financial closure and ultimate construction. The Energy Specialist will work with the Regional Transaction advisor and the ECON office at State, to help identify quality candidate energy transactions in Senegal, provide direct assistance in the definition, structuring, and implementation of late-stage transactional activities, work with international and regional financial institutions in the structuring and closure of the transactions, talk to developers and other partners to identify potential project opportunities, and sort and review proposals from public and private sector project sponsors.

5. Mission Representation on Energy Infrastructure

The Energy Specialist will represent USAID/Senegal on most matters relating to energy infrastructure. He/she will liaise with senior national and regional authorities, other USG employees, agencies, and private business leaders on energy infrastructure issues. The Energy Specialist will work in close coordination with other members of the Power Africa Initiative and implementing partners. The Energy Specialist will also work in closely with the World Bank, African Development Bank (AfDB), New Partnership for Africa's Development (NEPAD), regional banks, other donors, international financial institutions, and/or host-country governments to bring targeted transactions towards/to financial closure. He/she will also participate, as required, in round table



discussions, workshops, and seminars to present the findings of the Mission's activities and work in the energy sector. In addition, the Energy Specialist will arrange meetings with government officials, regional organizations, regulators, researchers, and the private sector to collect information for the preparation of notes, policy briefs, and concept papers, as necessary.

Other Duties

As a member of USAID's Economic Growth Office, the Energy Specialist is expected to respond flexibly and capably to a wide range of work-related requirements. This includes, but is not limited to, responding to congressional or other inquiries, maintaining and reporting on indicators for Power Africa Initiatives, supporting VIP visits, contributing to the portfolio reviews, performance management plans, accruals, the annual Operational Plan, responding to Washington policy and operational requests, and carrying out other assignments at the discretion of USAID/Senegal Senior Energy Specialist, the Economic Growth Office Director, and USAID/Senegal Mission's Front Office. It also includes preparing reports and other deliverables for the Mission as directed.

3. DESIRED QUALIFICATIONS

- a. Education:** A minimum of a Master's degree in a relevant field of energy, engineering, and/or finance
- b. Prior Work Experience:**
 - A minimum of seven years of substantive practical energy-specific experience directly or indirectly managing energy project development, working for an engineering consulting firm, international finance institution, or working in the private sector.
 - Hands-on experience doing project oversight and backstopping, implementing energy project transactions with an understanding of project planning, design, development, implementation, and management.
 - Prior experience and successful record of forging public-private sector partnerships and strategic partnerships.
- c. Post Entry Training:** He/She will be expected to undertake a certification course for Contractor Officer's Representative (COR) and become a certified COR as soon as practical and in compliance with USAID regulations or policy, as specified by the Bureau for Management, Office of Human Resources.
- d. Language Proficiency:** Must be fluent in spoken and written English (Level IV) and French (Level IV). Candidates will be required to demonstrate excellent written and oral communication skills. The applicant should have demonstrated ability to make oral presentations and prepare written reports logically and persuasively for senior USG officials, donors, foreign and local government officials, and the private sector.
- e. Knowledge:**
 - Must have a practical and experience-based understanding of the energy sector in Senegal and the region, and a broad understanding of existing energy initiatives and/or programs.
 - Must have a sound understanding of energy project management and evaluation, as well as understanding of bankable deals and project risks.
 - Must be familiar with legal and regulatory processes associated with energy and infrastructure projects including negotiations of energy projects in Senegal and/or the West Africa region, demonstrated understanding of regulatory, institutional, and governmental and inter-governmental policy matters.



- The candidate must be familiar with clean and renewable energy options and the ability to understand and articulate benefits and trade-offs.

f. Abilities and Skills:

- The applicant must possess good interpersonal skills, including a demonstrated ability to perform in a complex institutional and multicultural environment.
- The person must be able to analyze and evaluate complex information from a variety of sources and support innovative solutions to complex problems.
- He/she should have strong oral and written communication skills and an ability to communicate with high level government officials, financial institutions, and managing complex multi-disciplinary teams of consultants.
- Must have concise and effective English and French writing skills.

1. POSITION ELEMENTS

- a. Supervision Received:** The Energy Specialist will be supervised by the Senior Energy Specialist. He/She will be provided with information regarding the objectives to be achieved and any priorities/deadlines that must be met in carrying out the work tasks. The Energy Specialist will handle the assignments independently with minimum supervision, according to established policies, previous training and accepted practices. He/She will be expected to develop his/her own work schedule, procedures for accomplishing tasks, and independently resolve problems which may arise during accomplishments of those objectives. The Energy Specialist will be expected to provide finished, accurate, concise reports as required without day-to-day assistance.
- b. Available Guidelines:** The ADS, AID handbooks, the USAID internet, AID policy papers, mission orders, supervisor instructions, and USAID websites. There are general guidelines that are ever changing and present options and approaches rather than blueprints. Therefore, the Energy Specialist must be able to assess alternatives and interpret the guidelines accordingly. Excellent judgment and ability to deal with ambiguity are essential areas.
- c. Exercise of Judgment:** The Energy Specialist is required to make judgment on various aspects of the bilateral energy activities under the Power Africa portfolio. The Energy Specialist is a recognized expert and must exercise considerable judgment in carrying out all responsibilities. He/She shall be given wide latitude in planning and executing work assignments. He/she shall operate independently and serve as a representative and perform important liaison functions in very substantive areas.
- d. Authority to Make Commitments:** The Energy Specialist has no authority to make any financial commitments on behalf of the USG.
- e. Supervision Exercised:** None
- f. Nature, Level, and Purpose of Contacts:** The Energy Specialist will be dealing with senior government officials at the Ministerial level, USAID mission directors, donor organizations, representative heads of regional economic communities, managing directors of private companies, and other high level officials regionally.
- g. Time Expected to Reach Full Performance Level:** Six months.



USAID | SENEGAL

FROM THE AMERICAN PEOPLE

HOW TO APPLY: Interested applicants with existing Senegalese Work Permits or who possess Senegalese Work Permits **MUST** submit a complete application package which includes:

- A cover letter,
- An OF-612 form (form can be found on this web site: <http://senegal.usaid.gov> under “doing business with USAID - Job Opportunities – Application form”) and
- A detailed resume plus 3 References.
- Copies of relevant degrees.

All the above mentioned documents are **REQUIRED** and must be prepared in English and should be addressed to:

Human Resources Management Specialist
Routes des Almadies
B.P. 49 - Dakar, Senegal
Or
Email address: usaiddakar-hr@usaid.gov

Deadline to receive applications: January 20, 2016

EQUAL EMPLOYMENT OPPORTUNITY: The US Mission in Senegal provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color, religion, sex, national origin, age, disability, political affiliation, marital status, or sexual orientation. USAID/Senegal also strives to achieve equal employment opportunity in all personnel operations through continuing diversity enhancement programs.

The EEO complaint procedure is not available to individuals who believe they have been denied equal opportunity based upon marital status or political affiliation. Individuals with such complaints should avail themselves of the appropriate grievance procedures, remedies for prohibited personnel practices, and/or courts for relief.