



## Attachment Senior Project Manager (Consultant) Terms of Reference

**Background:** Rocky Mountain Institute (RMI) is an independent nonprofit founded in 1982—transforming global energy use to create a clean, prosperous, and secure low-carbon future. It engages businesses, communities, institutions, and entrepreneurs to accelerate the adoption of market-based solutions that cost-effectively shift from fossil fuels to efficiency and renewables.

In 2015, the RMI partnered with the Clinton Climate Initiative Diesel Replacement program to form the Islands Energy Program. With an independent, objective, and fact-based approach, the Islands Energy Program brings experience gained from engagements with island governments and utilities to solve the toughest energy challenges. The Program is currently working with select island partners to support a cost-effective energy transition to benefit all national stakeholders.

The Islands Energy Program's strategy focuses on three complementary and mutually reinforcing components, which implemented in an integrated and strategic manner facilitate successful energy transitions in participating (and non-participating) island countries: 1.) holistic energy planning; 2.) project preparation and implementation support; and 3.) energy leadership.

The Islands Energy Program includes the following country partners: Anguilla, Antigua & Barbuda, Bahamas, Belize, Bermuda, British Virgin Islands, Guyana, Montserrat, Puerto Rico, Saint Lucia, Saint Vincent and the Grenadines and the Turks and Caicos Islands.

**Scope of Work:** The consultant will be responsible for supporting project preparation work in Jamaica and Guyana – with potential expansion of these responsibilities to include support to The Bahamas, the British Virgin Islands, Saint Lucia, and Saint Vincent and the Grenadines at a later date.

**Responsibilities:** The consultant will report directly to Kaitlyn Bunker, Principal, RMI. The consultant will be responsible for managing project implementation on the island(s) mentioned above.

**Project Management:** The consultant will be responsible for the following:

- Manage development of an Integrated Resources & Resilience Plan in Jamaica,
- Support the delivery of costing and financial analysis in support of Jamaica's updated NDC Implementation Plan,
- Manage other relevant work in Jamaica, including policy reviews, development of standards for resilient renewable energy technology and training in their use, and regulatory considerations and analysis for the Jamaican energy sector,
- Manage preparation and de-risking activities for renewable energy projects in Guyana,
- Identify and mitigate project risks that would impact the delivery of work,
- Work in close coordination with and provide direct support to key national stakeholders – including but not limited to the regulator, government, utility, and other local partners, to ensure delivery of project milestones, and
- Contribute to the preparation of project documentation, funding proposals, and other documents required for successful project development.

The consultant will be responsible for completing these specific tasks, as well as other requests made by the management within the needs of the Islands Energy Program.

**Travel:** The assignment will include travel to referenced countries and to RMI offices in the United States as required (up to 30 percent of time). Travel expenses will be paid in full by RMI, upon submission of invoices & RMI's Finance Department. Expenses should be commensurate with RMI's Travel Policy.



**Qualifications:** Master level degree or equivalent in sustainable management, environment, economics, geography or project management related discipline, with at least 10 years of direct relevant experience.

- Extensive experience working individually and in teams on development projects in the field, preferably developing countries;
- Experience working with senior national and international policymakers;
- Experience in renewable energy project development;
- Experience in power systems planning, utility economics, or electricity regulation;
- Experience working with large and operationally oriented organizations;
- Experience working in Jamaica and in the broader Caribbean region;
- Effective presentations to audiences in a variety of cultural and institutional settings; and
- Fluency in English.

**Interested applicants should send their resume to Kaitlyn Bunker, Principal with the RMI Islands Energy Program at [kbunker@rmi.org](mailto:kbunker@rmi.org). Applications must be received by 17 July 2020.**