

POSITION: Senior Project Manager on Decarbonization and Coal Industry Reform**(Category 1)****1. Objective(s) and Linkages to Reforms**

The Senior Project Manager will be a full-time consultant in the Reform Support Team (RST) at the Ministry of Energy of Ukraine (Minenergy).

The RST is a group of Ukrainian professionals (non-civil servants) funded on a temporary basis by donors¹ that provides targeted technical support and assists the ministry in the design and implementation of priority reforms. The RSTs in various Ukrainian ministries and governmental agencies have been operational since 2016. The RST at Minenergy has been launched in 2021 to assist the ministry with the implementation of priority reforms in the following areas:

- Public Administration Reform (PAR) and Capacity Building
- Integrated Approach for the Energy Policy Formation
- Ensuring Efficient Operation of Energy Markets
- Coal Industry Reform
- Improving Energy Efficiency
- Implementation of the National Plan of Reducing Emissions from Large Combustion Plants (National Emission Reduction Plan).

The RST will assist with filling the capacity gaps in the design and implementation of the above priority reforms, strategies, programs and strengthening the partnerships between the priorities of the Minenergy and relevant donors' support.

2. Position and Reporting Lines

The Senior Project Manager will be responsible for the following:

- consulting services and supporting preparation of drafts of legal acts and policy papers, as well as advocacy them;
- supporting communications with mining unions, regional state administrations, municipalities, non-governmental organisations;
- development of policy papers, legal drafts, analytical materials, roadmaps, cooperation with the relevant departments of Minenergy and other stakeholders;
- analysis of existing Ukrainian and EU legislation in energy and climate;
- participation in development and implementation of the decarbonization strategy of Ukraine;
- providing support to the capacity building in the ministry.

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

• ¹ It is financed from the Ukraine Stabilisation and Sustainable Growth Multi-Donor Account (MDA) managed by the EBRD. Contributors to the MDA are Denmark, Finland, France, Germany, Italy, Japan, the Netherlands, Norway, Poland, Sweden, Switzerland, the United Kingdom, the United States, and the European Union, the largest donor.

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

3. Duration and Proposed Timeframe

This consultancy assignment is expected to start on February 5, 2022. The duration of the assignment will be aligned to the availability of funding, needs of the URA programme and performance of the selected consultant. The probation period will last for three months.

4. Main Duties, Responsibilities and Deliverables

4.1. Main Duties and Responsibilities

- Development of the sector's reform agenda and work planning;
- Engagement of relevant stakeholders (experts, government officials, donors, etc.) to Working Group activities;
- Resolution of problems and obstacles encountered during implementation process, identifying and communicating important issues requiring decision of RST Director and the Deputy Minister;
- Project management support (development of project/reform implementation plan, risk management, change management, etc.);
- Monitor and evaluate changes to laws and secondary legislation;
- Constant monitoring of mines, reporting and evaluation of the effectiveness of coal reform in terms of the condition of state-owned enterprises and non-state-owned enterprises;
- Constant monitoring, reporting and evaluation of the decarbonisation agenda in Ukraine due to European main goals and objectives;
- Supporting communications with mining unions, regional state administrations, municipalities, non-governmental organisations and communication with foreign partners, as well as to take into account their ideas and developments in terms of provisions and processes in the process of regional transformation;
- Preparation of analytical papers, reports, presentations and other materials;
- Other responsibilities as assigned by the RST Director.

4.2. Main Anticipated Deliverables

- Preparation of the evaluation of coal mining enterprises, management efficiency, preparation for privatisation, implementation of plans to prepare for closure, etc;
- Providing legal and general support before the privatisation process for coal enterprises based on decarbonization policy;
- Coordination and support of various cooperation during the green transition and liquidation of the coal industry;
- Development of proposals to improve the agenda of Ukraine's implementation of decarbonisation goals;
- Compliance of Ukrainian steps towards decarbonisation with European Green Deal;
- Providing support to the process of transformation of coal regions;
- Preparation of communications plans, documents and support of the communication process based on the results of which preparation of recommendations to the ministry's management;

- Regular progress reports on the reform's development and implementation.

5. Qualifications, Skills and Experience

5.1 Qualifications and Skills

- A Master's degree in Energy, Engineering, Finance, Economics, Law or Ecology;
- Strong organizational management, communication and presentation skills;
- Proven ability to organize and lead teams in business or public organisations;
- Impeccable ethical standards;
- Strong analytical skills with the ability to interpret complex legal, commercial and financial information;
- International professional experience is an asset;
- Fluency in Ukrainian and English.

5.2 General Professional Experience

- Minimum 10 (preferably over 15) years of general professional experience;
- Minimum 5 years of experience in energy sector in public or business administration, consulting;

5.3 Specific Professional Experience

- Proven knowledge and professional experience in energy sector, climate, green energy, public policy;
- Familiarity with the reform agenda in Ukraine, understanding of policy formulation process is an asset;
- Understanding of the climate agenda in Europe and ways to achieve its decarbonization goals, understanding of how to implement them in Ukraine;
- Experience in cooperation with the government is an asset;
- Experience in international companies/corporations with strong organizational culture is an asset;
- Experience in leading multidisciplinary teams is an asset.

6. Indicative Performance Criteria: (Key Performance Indicators - KPI)

- % of tasks delivered within deadlines;
- Timely submission of monthly performance reports.

7. 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 Denmark, Finland, France, Germany, Italy, Japan, the Netherlands, Norway, Poland, Sweden, Switzerland, the United Kingdom, the United States and the European Union, the largest donor.

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

8. Submissions

Submissions must be prepared in English only and delivered electronically by February 8, 2022 to the following address: jobs@mev.gov.ua

All submissions must include a completed Application Form, NDA Form, the candidate's Curriculum Vitae and Reference Letter (original in English, or Ukrainian with English translation) together with the contact details of two further referees who, if contacted, can attest to the professional background of the candidate.

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

[Download Application Form](#)

[Download NDA Form](#)

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.

9. 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.