

**GY-L1066: Energy Matrix Diversification and Institutional Strengthening of the  
Department of Energy (EMISDE)**

**MONITORING ASSISTANT**

**BACKGROUND AND JUSTIFICATION**

1. Guyana has an important opportunity to convert its abundance of natural resources into sustainable energy. During the past decade, the energy sector has been strategic, and the country has invested in infrastructure and studies that have contributed to its development. The current Green State Development Strategy (GSDS) presents an energy sector that is transitioning to cleaner and greener solutions, a more diversified electricity generation mix and an optimal utilization of indigenous natural resources.
2. The Inter-American Development Bank (IDB) Group Country Strategy emphasizes the need for improving capacities for planning and governance to address the underlying constraints to growth with the critical and transformational infrastructure needed to respond to the GSDS. Over the last years, the Government of the Cooperative Republic of Guyana (GCRG) has financed projects to increase electricity access with renewables in rural areas, mainly using standalone Photovoltaic (PV) systems. Additionally, the Guyana Energy Agency (GEA), is currently coordinating with the Hinterland Electrification Company (HECI) in developing mini-hydro and micro-solar PV grid systems.
3. Moreover, the new oil and gas discovery has made Guyana review the power generation plan and revisit its existing energy sector structure. Guyana is in urgent need to craft a regulatory and institutional framework and to build human capacity to manage a new energy sector. In this regard, the GCRG is currently working with the IDB on a development of a Loan program which will support Guyana's evolving energy sector by: (i) investing in sustainable/cleaner energy solutions to diversify the energy matrix in the Hinterland while contributing to climate change mitigation; (ii) investing in the reinforcement of transmission infrastructure to improve reliability and stability of the Demerara Berbice Interconnected System (DBIS); and (iii) developing and strengthening the Department of Energy (DE) to develop a regulatory framework and improve institutional capacity and governance of the Oil and Gas (O&G) sector.
4. To this end, the GEA is looking for suitable candidates to offer technical support as the Monitoring Assistant specifically for the following Components of the Loan:

**5. Component 1**

Renewable Energy (RE) Solutions for the Hinterland which will finance the installation of three PV tied mini-grid systems in the townships of Bartica, Mahdia and Lethem, including two Mega-Watt-hour storage capacity to provide grid stability and frequency response;

**Component 3**

Institutional Strengthening and Governance of the Department of Energy (DE) which will finance: (a) high level training and coaching of government staff in the DE: the work will strengthen the GCRG's ability to manage the O&G sector effectively and efficiently including direct actions in capacity development and best-practice organizational structure for the staff

of the DE; and (b) technical support for the development of the design of a new O&G legislative and regulatory framework.

## **OBJECTIVE**

6. The Monitoring Assistant will monitor and evaluate the activities of the project, using developed tools and procedures, to ensure the successful outcome of the project's objectives.

## **MINIMUM REQUIREMENTS**

7. The Monitoring Assistant should have:
  - a) Education: Bachelor's degree in Environmental Science, Economics, Engineering, Biology, Business Administration, or equivalent is required.
  - b) Experience: Minimum of 3 years of professional experience in the areas of Monitoring & Evaluation, Project Management, Environmental studies, renewable energy, or an equivalent combination of education and experience.
  - c) Fluency in English, both written and spoken, is a prerequisite.
  - d) Familiarity with Guyana's power sector is desirable.
  - e) Proficiency in the use of Microsoft Office Programmes: Word, Excel, Power Point etc.
8. **Expected Starting date and duration:** March 1, 2019 for an estimated length of 1 year and renewable for any future period as both parties may mutually agree.
9. **Place of work:** The Monitoring Assistant will work from an office at the Project Coordinating Unit of the Components in Georgetown, Guyana. Site visits are expected to take place throughout the country for the project duration.

## **ACTIVITIES**

10. Under the general direction of the Project Coordinator (PC), the Monitoring Assistant will evaluate the degree of performance; compliance with environmental requirements; and quality of services being delivered. The Monitoring Assistant will be responsible for the development and deployment of a Monitoring & Evaluation plan. More specifically, the Monitoring Assistant's activities include, but are not limited to, the following:
  - a) Measuring, monitoring and evaluating of project activities;
  - b) Perform data collection, data analysis and data interpretation to support project evaluation;
  - c) Ensure consistency in objectives and using output indicators to deliver timely and relevant reports referenced in accordance with the logical framework of the project, including outcomes, impacts, ongoing challenges;

- d) Develop operational arrangements to collect, analyze and report on project data;
- e) Liaise with staff to meet monitoring and evaluation requirements ensuring the achievement of the project objectives;
- f) Conduct field visits in close coordination with the implementation stakeholders, local authorities and PC;
- g) Evaluate the degree of performance, compliance with the Bank's environmental and social safeguards policies; and
- h) Perform any other duties as assigned by the PC and CEO

## **DELIVERABLES**

11. The Monitoring Assistant will assist the PC in completing relevant sections of the following:
- a) Bi-Monthly Progress Reports presented to the PC: detailing the activities for the previous period, problems found and how they were dealt with, and a plan of activities for the next semester;
  - b) Semi-Annual and Annual Reports presented to the PC: detailing activities conducted in accordance with set targets and progress reports, review of outputs of activities and summary of projected next steps.
  - c) Final Report: a final report within at the end of execution of the program to follow a pre-approved bank format, including the development of the program, lessons learned, conclusions reached and recommendations.

## **PAYMENTS**

12. The Monitoring Assistant will be paid a monthly salary, at a rate to be negotiated during contracting. Salary will be commensurate with experience.

## **COORDINATION**

13. The Monitoring Assistant will report to the PC and shall work in close coordination with the staff of the GEA and the DE.