



## REQUEST FOR EXPRESSIONS OF INTEREST

### *Policy and Operations Consultant*

1. Established in 1964, the African Development Bank is the premier pan-African development institution, promoting economic growth and social progress across the continent. There are 81 member states, including 54 in Africa. The Bank’s development agenda is delivering financial and technical support for transformative projects that will significantly reduce poverty through inclusive and sustainable economic growth.
2. The Power, Energy, Climate and Green Growth Sector Complex (PEVP) of the African Development Bank aims to fulfil the objectives of “Light Up and Power Africa”. PEVP oversees strategy and policy development in the energy sector; builds alignment across stakeholders; originates projects, develops new, innovative financing instruments; and ensures delivery of the “Light Up and Power Africa” agenda. The Complex focus on areas of power systems development, policy and regulation, renewable energy, climate and green growth. These activities are driven by the sector departments while the Vice President provides overall guidance and strategic orientation.
3. The African Development Bank hereby invites Individual Consultants to indicate their interest to work as Policy and Operations Consultant in support of the Front Office of the Vice-Presidency in charge of **Power, Energy, Climate and Green Growth**. The services to be provided under the assignment include:
  - Collecting, providing, and processing structured data on the portfolio and pipeline of Sovereign Operations (SO) and non-Sovereign Operations (NSO) and activities.
  - Pooling and organizing information on the energy work programme and its monitoring.
  - Producing short briefs, analyses and presentations of Energy and Climate Change statistics for projects and activities.
  - Providing analytical inputs to corporate reports as needed
  - Supporting PEVP initiatives, and preparing technical background and guidance notes
  - Supporting reporting to the Development Impact and Results Department (SNDR)
  - Designing project fact sheets and infographics in a way to tell operational success stories;
  - Supporting preparation of the Vice President’s missions by providing timely inputs to briefing notes, talking points and speeches
  - Performing any other duty assigned by the Vice President’s front office
4. The consultant should have the following competencies and qualifications:
  - Minimum of Master’s degree in Business Administration, International Development, Economics, Energy or related fields;

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- At least 8 years work experience in Development Financial Institutions and or Multilateral Development Banks, with knowledge of Africa;
  - Experience in strategy, policy and operational work in Africa;
  - Good knowledge of public sector and private sector dynamics in Africa;
  - Excellent writing and editing skills, with a strong command of English or French, and a good knowledge of the second;
  - Strong organizational skills and ability to manipulate large data sets and provide statistical analysis;
  - Demonstrated aptitude to resolve issues and undertake strategic analysis;
  - Excellent interpersonal and communication skills; ability to work in a team and interface between members of cross-functional teams;
  - Competence in the use of ERP Systems (in particular SAP) and standard MS office;
  - Good knowledge of operational, management systems and Business Intelligence tools (reporting layers and dashboards);
  - Ability to deliver efficiently on multiple assignments and priorities within tight deadlines.
5. The PEVP Complex hereby invites Individual Consultants to indicate their interest in providing the above-described services. Interested Consultants shall provide information on their qualifications and experience demonstrating their ability to undertake this Assignment (CV and motivational letter, reference to similar services, experience in similar assignments, etc.). For the Expression of Interest to be considered, the consultant needs to be registered in the AfDB DACON Consultant Database.
  6. The eligibility criteria, the establishment of a short list and the selection procedure shall be in conformity with the Bank's **Rules and Procedure for the Selection of Corporate Consultants**. Please, note that interest expressed by an Individual Consultant does not imply any obligation on the part of the Bank to include him/her in the shortlist.
  7. The assignment which is expected to start in **April 2023** will be for a period of six (6) months. Individual Consultants may obtain further information at the address below during the Bank's working hours of 0800Hrs to 1700Hrs GMT excluding Saturday, Sunday and Public Holidays
  8. Expressions of interest must be received at the address below **no later than 7<sup>th</sup> March 2023 at 17:00 GMT** and specifically **mentioning 'Policy and Operations Consultant\_NAME'** to the following email address:
    - ✚ Dr. Alain Niyubahwe, Adviser to Vice President PEVP [a.niyubahwe@afdb.org](mailto:a.niyubahwe@afdb.org) with copy to Caroline Mwangi Makenzi [c.mwangi@afdb.org](mailto:c.mwangi@afdb.org) and Marie-Therese N'dri-Kouakou [a.n'dri-kouakou@afdb.org](mailto:a.n'dri-kouakou@afdb.org).