

**Interregional Coordinator of Country Experts' Group**  
**Location: Kiev, Ukraine**

**Project: "INOGATE Technical Secretariat & Integrated Programme in support of the Baku Initiative and the Eastern Partnership energy objectives"**

The project is funded by the European Union in the framework of the INOGATE Programme ([www.inogate.org](http://www.inogate.org)). The regional project will be active in the beneficiary INOGATE Partner Countries (PCs) – Armenia, Azerbaijan, Belarus, Georgia, Kazakhstan, Kyrgyzstan, Moldova, Tajikistan, Turkmenistan, Ukraine and Uzbekistan. The project office has been set up in the INOGATE Technical Secretariat offices in Kiev to implement the project for 36 months, starting in February 2012.

The Project seeks to employ a long-term **Interregional Coordinator of Country Experts' Group** (Senior Expert) to work full time until **January 2015**. The expert's base of operation will be Kiev, Ukraine. The position requires frequent travel to the PCs. The expert should start April 2012.

**Work description**

- Assistance to the Project Team Leader in selection of Country Experts
- General coordination of activities of Country Experts including development of their work programme, preparation of assignment orders, contracting of man days and primary quality control of Country Experts' deliverables
- Analysis of Country Experts reports on new developments in the Energy Field in their countries
- Support in updating of Country Profiles through collection of all necessary information to assess the progress made in the energy field on the basis of quantified indicators
- Cross-cutting support to Components B (electricity/gas), C (sustainable energy) and D (energy statistics) in information exchange, sharing contacts and carrying out of project events
- Facilitation the Ad-Hoc Experts Facility (AHEF) organisation and clarifying AHEF to national stakeholders
- Coordination of initial screening of AHEF applications
- Follow up of the impact and results of previous and on- going activities implemented by the INOGATE programme. Initiate, monitor and plan a formal and systematic follow-up by the Country Experts on the use to which completed INOGATE assistance has been put to use by the stakeholders.
- Other tasks as requested by the Project Team Leader

**Qualifications & skills**

- University degree in Engineering, Energy or related field
- Full working knowledge of English and Russian languages, including excellent written and oral communication skills
- Excellent communication and team management skills with ability to work in a multicultural environment
- Ability to travel to Partner Countries

**Professional experience**

- Professional experience in the energy sector for at least 10 years
- 5 years of experience in donor-funded projects including at least 2 years of multi-country working experience in the beneficiary countries
- Experience in management of experts' teams
- Strong knowledge and understanding of EU energy policy and cooperation issues between the EU and the beneficiary countries
- Experience in projects' formulation, identification and selection
- Good understanding and knowledge of INOGATE Programme context and activities

***Interested candidates should send their CV (in EU format attached) and a cover letter outlining their motivation, qualifications relevant to the requirements, remuneration expectations and availability to the e-mail addresses:***

**[hr@inogate.org](mailto:hr@inogate.org)**

***noting the reference [Expert A4](#)  
by [06 April 2012](#).***

*All applications will be treated in the strictest confidence.*