



TERMS OF REFERENCE

1. General Information

Job Code Title: Project Manager: Green Hydrogen Support and Coordination

Type of Contract & Duration: Fixed Term (2.5 years)

Reports to: Chief Operations Officer

Office: Windhoek, Namibia

2. Background

In line with the goals of the Paris Agreement, the Government of the Republic of Namibia is pursuing the long-term goal of climate neutrality. With the updated Nationally Determined Contributions (NDCs), Namibia aims to reach carbon neutrality by 2050, and to further become a global net exporter and hub to produce Green Hydrogen and its derivatives. In Namibia's view, only hydrogen produced using renewable energy sources-namely, Green Hydrogen- is sustainable in the long-term. For this reason, the goal of the Namibian Government is to develop Green Hydrogen production capacities, promote a rapid market rump-up and establish the corresponding value chains -both nationally and internationally. This will support local markets and decarbonisation efforts, while generating employment for the Namibian people. As such, developing a Green Hydrogen Industry will result in long-term pathways for economic recovery.

The Environmental Investment Fund (EIF), in collaboration with the Dutch Government and Climate Fund Managers, has co-established the SDG Namibia One Fund, a EUR 1 billion blended financing vehicle dedicated to green hydrogen investment. The fund is managed by Nam-H2 Fund Managers, a partnership involving EIF who has a 49% stake as a shareholder, Climate Fund Managers, and Invest International from the Netherlands. Nam-H2 is the fund manager and SDG Namibia One is the fund or the main vehicle in the fund-raising activities. Through strategic partnerships and international collaboration, EIF aims to raise capital from both local and global institutional investors to develop green hydrogen projects and associated infrastructure in Namibia. The establishment of SDG Namibia One represents a significant milestone in advancing Namibia's synthetic fuels industry, fostering economic growth, and addressing global climate change challenges. It's against this background that the EIF seeks to build dedicated internal human resource capacity to effectively discharge its obligations towards supporting national green hydrogen agenda. Part of this dedicated capacity involves recruitment of a Coordinator: Green Hydrogen Programme Support to spearhead EIF's technical support to and participation in various ongoing green hydrogen related initiatives.

These will include, but not limited to Namibia Green Hydrogen Programme, SDG Namibia One Fund, the Climate Fund Managers (CFM) and any others. The position will be in EIF's Operations Department.

3. Duties and Responsibilities

Project Management and Implementation

- 3.1 Serve as EIF's first point of contact and backstopping on technical/operational matters relating to green hydrogen initiatives.
- 3.2 Ensure EIF delivers on its obligations towards ongoing green hydrogen initiatives with respect to quality and delivery timelines.
- 3.3 Establish and maintain a usable and well-communicated record on green hydrogen projects/initiatives within EIF.
- 3.4 Participate in the development of requisite workplans and delivery targets and ensure these are internally communicated and implemented within EIF.
- 3.5 Ensure the generation of mandatory project reports of acceptable quality in prescribed formats as may be required by EIF from time to time.
- 3.6 Participate in coordination of activities of consultants including contract management, direction and supervision of field operations, logistical support, review of technical outputs/reports, measurement/assessment of project achievements before submitting to stakeholders.
- 3.7 Ensure projects' activities are managed and implemented in accordance with relevant agreements.
- 3.8 Coordinate EIF support to the program through the Operations Department.
- 3.9 Ensure prompt compilation of proceedings and reporting outcomes and decisions from project meetings.
- 3.10 Use sound judgment in all project communication and ensure that project communication meets the needs of different audiences (government, private sector, etc.).
- 3.11 Draft, compile and disseminate memos to stakeholders.
- 3.12 Perform logistical arrangements as may be required from time to time.

Stakeholder Engagement

- 3.13 Manage stakeholder expectations and participate in communication activities to inform stakeholders of progress and issues.
- 3.14 Participate in mobilisation, fostering and strengthening of strategic partnerships with key stakeholders and other relevant multilateral and bilateral organizations to advance and support the project.
- 3.15 Communicate progress, risks, expectations, timelines, milestones, and other key project metrics to stakeholders and EIF EXCO.
- 3.16 Ensure close monitoring of all activities of the project.
- 3.17 Guide development of overall monitoring and evaluation system for the project and ensure mechanisms are in place for proper and timely reporting to EIF.
- 3.18 Undertake other management duties that contribute to the effective functioning of the project.

4. Qualifications, Experience and Other Requirements

- 4.1 A Bachelors degree in business administration, project management, economics, energy, climate finance, or a comparable tertiary degree in chemical engineering.
- 4.2 A Masters degree will be an added advantage.
- 4.3 At least 5 years' demonstrated experience in project management in above-mentioned fields.
- 4.4 Good understanding of the Namibia's energy sector and environmental sectors.
- 4.5 High degree of familiarity with donor-funded projects.
- 4.6 Strong communication and interpersonal skills.
- 4.7 Strong writing skills, to be demonstrated.
- 4.8 Ability to work independently and collaboratively in a fast-paced environment.
- 4.9 Proficiency in Microsoft Office Suite.
- 4.10 Namibian citizen.
- 4.11 A valid drivers' license will be an advantage.

For inquiries, please contact **Ms Lizl Timbo +264 61 431 7710 @ LTimbo@EIF.ORG.NA**

All applications should be addressed to:

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