

Job profile

Head of Secretariat (Long-term Advisor / Sector Expert)

The Centre of Excellence for Offshore Wind and Renewable Energy

India-Denmark Energy Partnership

1. India-Denmark Energy Partnership (INDEP)

1.1. Short background

India is the world's third largest consumer of energy and the majority of consumption is based on fossil energy sources today. India is a country with great ambitions for deployment of renewable energy and the country has announced a target of 500 GW of cumulative electric power installed capacity from non-fossil fuel based energy resources by 2030 and reaching net-zero carbon emissions target in the year 2070. In so, India will be one of the world's largest markets for renewable energy in the coming years and electricity consumption is expected to triple by 2040, which corresponds to more than EU's total electricity consumption today.

The shift from fossil energy sources to renewable energy sources requires an optimal energy mix and India has a great potential for development of offshore wind with a target of 37 GW of offshore wind capacity by 2030. Denmark has been a world leader within offshore wind for years, and the India-Denmark Energy Partnership (INDEP) provides a unique opportunity to work together on achieving India's great ambitions on green transition.

INDEP is a 5-year programme funded by the Danish Climate Envelope and will enter into a new program period from beginning of 2025. INDEP builds on a well-tested government-to-government modality of cooperation between the Danish Energy Agency (DEA) and the Indian partners. The aim will be to share knowledge and best practices in order to secure a successful and cost-effective implementation of the ambitious offshore wind targets of India. DEA will provide knowledge and technical assistance based on its 30 years' experience of developing the offshore wind sector in Denmark.

1.2. The Centre of Excellence for Offshore Wind and Renewable Energy (COE)

On 9th September 2021, the Centre of Excellence for Offshore Wind and Renewable Energy was inaugurated in Delhi. The Centre of Excellence (COE) is a joint initiative with the ambition to create a world-class knowledge hub working towards a robust and sustainable development of offshore wind energy in India.

Through collaboration across various stakeholders, the COE aims to create a transparent, facilitating and enabling environment for offshore wind in India. It shall develop and disseminate best available practices, methods and tools in order to minimize risk and reduce the overall cost of offshore projects. India can benefit from more than 30 years of Danish experiences and skills in areas such as marine spatial planning, de-risking and the one-stop-shop concept for permitting and clearances in offshore wind, which streamlines crucial processes in the development of offshore wind projects. The COE is not a physical centre, but a knowledge hub where best available knowledge will be collected and disseminated through the website (<https://coe-osw.org/>).

The operational work of the COE is organized in four thematic working groups focused on:

1. Spatial Planning and Permitting Processes
2. Financial Framework and Auction Design
3. Grid and Supply Chain Infrastructure

Various activities and studies are carried out within these four thematic areas. The final objective is to increase the amount of precise and relevant information, create a transparent process, and finally ensure an appropriate allocation of the overall risk and uncertainties for developers, industry and the sector. By reducing risk, there is a direct positive impact on lowering the cost and advancing offshore wind projects. The vision for the COE is to become a nationally and internationally recognized, respected and leading non-profit knowledge hub working for the robust and sustainable development of offshore wind energy in India. In the medium to long term, the vision is that the COE will broaden to include a wider group of international governments and stakeholders, accumulating experience and best practices on offshore wind and become a regional knowledge hub.

The Long-term Advisor/Sector Expert will serve as the Head of Secretariat for the COE and be placed under the auspices of the Ministry of New and Renewable Energy (MNRE) in Delhi. The Sector Expert will work closely with the employees dealing with wind in the MNRE. Moreover, the Sector Expert will assist in coordinating work under the COE with the participation of MNRE, DEA, the National Institute of Wind Energy (NIWE), the Solar Energy Corporation of India (SECI) and the Indian Renewable Energy Development Agency (IREDA).

2. The Position

2.1. Title: Head of Secretariat / Long-term Advisor / Sector Expert (Senior Advisor N1)

2.2. Place of service: Ministry of New and Renewable Energy, New Delhi, India

2.3. Terms of Employment:

The contract will be for 3 years in total. Attractive remuneration package, contribution to a pension scheme, health insurance and reimbursement of school fees, house rent paid by the embassy.

The general terms of employment are regulated by the Danida staff regulations for advisors on long-term (see more [here](#)).

The candidate will not have the status of state employee in the Danish CPR act and should register as having left Denmark.

2.4. Role and area of responsibilities/tasks

The Long-term Advisor/Sector Expert will be the anchor point for the COE and serve as the Head of Secretariat for the COE with key responsibility for coordination on projects and activities between the partner organizations. Simultaneously, the Sector Expert shall be the focal point for Danish knowledge on offshore wind on a day-to-day basis for the Indian partners. Other tasks are to lead the planning of various events, workshops and seminars hosted by the COE as well as maintain an updated and relevant website for the COE.

MNRE will allocate sufficient resources to host and collaborate with the Sector Expert as part of the COE, i.e. providing a workstation within the MNRE ecosystem, allowing access to relevant materials, information and data (as permissible under Indian Laws/Regulations) for supporting the technical assistance and allocation of hours to collaborate with the Sector Expert.

The two main responsibilities of the Sector Expert will be to:

1. Serve as an in-house day-to-day expert on Danish experiences with offshore wind energy to build capacity in MNRE, NIWE and SECI;
2. Serve as Head of Secretariat for the COE, including coordination of progress and contribute to the work through both expertise and organization of the four thematic working groups in close collaboration with DEA.

The Sector Expert will be the in-house entry point for Danish knowledge and stakeholders and provide the Indian partners quick and direct access to information on relevant Danish know-how on offshore wind. Regarding more comprehensive issues included in the work programme, the expert is expected to direct relevant queries to the DEA, who will find the relevant Danish expert or plan a capacity building technical exercise with relevant experts. The sector

expert will be an important facilitator in the cooperation and dialogue between the DEA and MNRE. The presence of a Danish Sector Expert is expected to make the programme more efficient and effective.

The Sector Expert on offshore wind energy is expected to:

- Provide technical assistance and build capacity in the MNRE and related agencies (NIWE and SECI) on offshore wind energy in general, but in particular on government practices and regulation in close cooperation with the DEA experts as well as other international and local experts.
- Contribute to strengthening the capacity of MNRE and relevant agencies in setting up the regulatory structure that will govern the development of offshore wind energy in India in a cost-efficient and sustainable way.
- Co-chair and co-lead the organisation and work of the working groups under the COE and follow-up on progress in programme activities
- Coordinate the work under the COE and the four working groups, i.e. support drafting TORs for technical assistance, organise workshops, plan events, etc.
- Identify Indian needs and facilitate technical assistance from the DEA.
- Keep updated on Indian energy sector development and provide input to policy dialogues relevant for the partners under the INDEP. Inputs may include the preparation of short policy briefs or background notes as required and establishing a personal network with development partners, civil society organisations and private sector.

2.5. Success criteria

- Successfully translate best practices within offshore wind energy into concrete policy and regulatory inputs for adaptation to an Indian context and assistance to MNRE, NIWE and SECI.
- Contribute to the vision of the COE to become a nationally and internationally recognized, respected and leading non-profit knowledge hub working for the robust and sustainable development of offshore wind energy in India, e.g. by sharing and disseminating Danish best practices and results of the COE activities to support adaptation to an Indian context.
- Expedient delivery of technical inputs required for the completion of programme activities related to offshore wind and renewable energy in cooperation with the DEA
- Successfully collaborate and liaise between Indian partners and the DEA
- Successfully validate and communicate results based on assessments of impact of programme activities with specific focus on maintaining an updated website for the COE
- Successfully ensure ownership, legitimacy and effectiveness of programme activities through proactive engagement with a wide range of actors across government, business and organizational sectors.

3. Demand Profile/Qualifications

3.1. Requirements and expectations concerning the candidates' formal qualifications

- Solid knowledge of Global offshore wind energy policies and sector is a requirement
- A master level degree or corresponding qualifications in energy/environmental management, economics, political science, engineering and/or subjects relevant to renewable energy
- Extensive experience working with one or more fields related to offshore wind energy, i.e. regulation, tendering, financing, planning, procurement.
- Project management and coordination experience and preferably experience from delivery of technical assistance
- Proven experience in liaison and engaging with regulators, authorities and various stakeholders on all levels
- Experience from developing countries, preferably India, will be an advantage
- Fluency in English, written and spoken, is required. Fluency in Danish is an advantage.
- Strong written and verbal communication skills.

3.2. Requirements and expectations concerning the candidates' personal qualifications:

- Openness towards and understanding of different cultures and capacity to work in a different cultural setting
- Inter-personal skills with a high level of initiative and diplomacy
- Ability to work as part of an interdisciplinary team with relations to different ministries and stakeholders
- Proactive and flexible attitude, adaptability, self-driven, social sensitivity, with respect for other cultures
- Capacity to manage and facilitate working processes involving parties at different levels.

4. Recruitment Procedures

- How to apply: You apply via <http://www.ens.dk/job>. Use the "Search for the position" function on the job posting. Your motivated application with CV, diploma incl. grade overview and any other appendices must be submitted no later than 11 August 2024. Documents must be in English.
- Deadline for applications: 11 August, 2024
- Interviews: Month of August – week 34 and 35
- Case and test: Candidates must be prepared to complete a case and test.
- Expected commencement: October 2024 (or the earliest possible)

The DEA and the Danish Ministry of Foreign Affairs will select applicants for the position for interview. Applicants should expect to undergo personality- and case tests. The final interview panel consists of representatives from the DEA, MNRE and the Danish Ministry of Foreign Affairs. The candidate will have to undergo physical testing.

5. Contact

The Danish Energy Agency will be handling the recruitment process. When you apply, you accept that your information and documents will be exchanged between the Ministry of Foreign Affairs and the Danish Energy Agency. Candidates will be contacted by the Danish Energy Agency if in consideration for the position. For further information about the position please contact Team Leader at the Danish Energy Agency, Lars Martin Jensen (lamj@ens.dk, +45 3392 7607) – can be reached with text message (SMS) in July. For information regarding the conditions of working in India, please contact Deputy Head of Mission at the Royal Embassy of Denmark in India, Martin Egknud (maregp@um.dk, +91 114 209 0754).

Read more about how the Danish Energy Agency handle personal data: <https://ens.dk/om-os/energistyrelsens-behandling-af-personoplysninger>.