

## Términos de Referencia

### Asesor Principal- México Financing Energy for Low-carbon Investment - Cities Advisory Facility (FELICITY) PN 2015.9070.2-004 GIZ

#### Job description and specific activities

Job Title:	FELICITY Project Coordinator - Mexico
Workplace	The position is based in one of GIZ's project offices in Mexico City.
Duration	01.02.2018 - 31.12.2019
Background	<p>Cities produce more than 75% of the global greenhouse gas emissions and are thus critical for the achievement of the goals set in the Paris Agreement on climate change and the Sustainable Development Goals. Urbanization and the unprecedented growth of urban areas, especially in emerging economies and developing countries, requires increased investments in low-carbon and climate resilient infrastructure. Yet, cities face significant barriers to prepare bankable projects, secure finance and implement the projects.</p> <p>Financing Energy for Low-carbon Investment - Cities Advisory Facility (FELICITY) addresses these challenges by aiming at closing the gap between urban development planning and infrastructure project financing at the municipal level.</p> <p>FELICITY is a global initiative developed by Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH in cooperation with the European Investment Bank (EIB). The initiative will start in Brazil, China and Mexico and provide tailored support to financial intermediaries and promoters, particularly through GIZ offices in partner countries, to turn their low-carbon infrastructure projects bankable for lending of the European Investment Bank (EIB) in accordance with the EIB's Climate Strategy and due diligence requirements. The achieved lessons learned will contribute to policy advice at the national level to further improve the framework conditions for these investments at the sub-national level.</p> <p>The operational objective of FELICITY in Mexico is to turn low-carbon infrastructure projects in cities bankable for EIB lending through:</p> <ol style="list-style-type: none"> <li>a. Supporting an eligible financial intermediary in Mexico in the area of low-carbon infrastructure financing in cities by ensuring compliance with technical, financial and economic aspects and risk assessment standards for projects relevant for EIB lending;</li> <li>b. Providing tailored technical assistance and capacity building to project promoters (city administrations/ concessionaires, project developers etc.) with a view to contribute to the development of bankable low-carbon infrastructure projects relevant for EIB lending.</li> </ol>

<p>Organizational Setting, Reporting relationships</p>	<p>Recruited through GIZ's Country Office in Mexico, the incumbent is subordinated to the FELICITY contact program advisor in the national office of GIZ Mexico.</p> <p>He/she shall operate under</p> <ul style="list-style-type: none"> <li>• the supervision the FELICITY contact program advisor of GIZ Mexico,</li> <li>• professional guidance of the FELICITY Head of Project in Luxembourg</li> </ul> <p>and in close cooperation with the responsible officer of the core FELICITY Team in Berlin. He/she reports to GIZ Mexico and FELICITY Project Director</p> <p>The incumbent is taking a lead role in the day to day business of FELICITY in Mexico. The main tasks of the incumbent will be to support the activities of FELICITY in Mexico vis-à-vis project promoters (city administrations/concessionaires, project developers etc.) and an eligible financial intermediary in Mexico, ultimately to facilitate EIB lending and enhance the capacities of municipal actors to benefit from international climate finance. Against this background, she / he will work closely with FELICITY's consultants and partners in Mexico, thereby contributing to the achievement of FELICITY's objectives.</p>
<p>Qualifications and professional profile</p>	<ul style="list-style-type: none"> <li>• Economist or Technical Specialist with a Master's Degree in a field relevant for FELICITY</li> <li>• A minimum of eight years' professional experience in Mexico.</li> <li>• The candidate should have significant experience in project formulation, implementation, monitoring and evaluation of low-carbon urban infrastructure projects, particularly in the area of sustainable energy and transport.</li> <li>• Work experience in or with city administrations is an asset.</li> <li>• Advanced knowledge in the area of environmental and social impact assessments and monitoring of infrastructure projects is an advantage.</li> <li>• Experience in the field of communication and knowledge transfer and experience working with International Finance Institutions (IFIs) would be appreciated.</li> <li>• Solid understanding of the national and local context, including the political situation, rules and regulations, actors and institutions relevant to the project;</li> <li>• Solid network of contacts and excellent ability to communicate;</li> <li>• Ability to move effectively and results-oriented in political environments, with the participation of multiple stakeholders;</li> <li>• Practical experience in advising senior technical personnel and personnel responsible for making decisions in public administration;</li> <li>• Demonstrable skills in identifying and implementing measures for professional training of personnel.</li> <li>• Good working knowledge of ITC technologies (related software, phone, fax, email, the internet) and computer applications (e.g. MS Office) is assumed.</li> <li>• Female experts with suitable qualifications are encouraged to apply for this position.</li> </ul>
<p>Languages</p>	<ul style="list-style-type: none"> <li>• Excellent command in oral and written in <b>both Spanish and English</b> is essential.</li> </ul>

<p>Areas of responsibility and main tasks</p>	<p>The FELICITY Project Coordinator - Mexico will be responsible of performing the following duties:</p> <ul style="list-style-type: none"> <li>• <b>Coordinate and manage FELICITY activities in Mexico</b> in close cooperation with the Core Team in Germany/Luxembourg as well as FELICITY consultants and in accordance with the initiative’s agreements and/or consultations.</li> <li>• Support of the initiative’s objective by providing professional advice and technical input to low-carbon infrastructure projects in cities relevant for EIB lending.</li> <li>• Act as FELICITY’s Mexican focal point for communications and networking with Mexican partners, including federal government officials, representatives of an eligible financial intermediary, city administrations and other relevant stakeholders in Mexico.</li> </ul> <p><b>Tasks</b></p> <p>Within this context, the holder of the position fulfils the following tasks:</p> <ul style="list-style-type: none"> <li>• Identify urban low-carbon infrastructure projects eligible for FELICITY support.</li> <li>• Screen investment projects on their viability for financing of the EIB and ensure compliance of projects with EIB lending criteria such as social and environmental standards.</li> <li>• Together with the FELICITY consultants provide technical advice to project promoters (city administrations /state-owned enterprises) throughout the project cycle with a view to contribute to the development of bankable low-carbon infrastructure projects in cities for EIB lending. This could include: review of environmental and social impact assessments; assess technical and economic feasibility studies; analysis of financial payback models; develop recommendations on procurement concepts; assist in launching tenders.</li> <li>• Conceptualizes, prepares and implements workshops, seminars, and other events on subjects that are related to the project’s work streams.</li> <li>• Refines Terms of Reference (ToR), selection, and independent supervision of consultants in carrying out the project’s activities.</li> <li>• Independent field visits to investment projects identified, state and federal government level offices in different regions in accordance with the requirements of the project.</li> <li>• Maintain appropriate contact and good working relationships in close cooperation with the FELICITY consultants and relevant Mexican partners (i.e. Mexican banks, city administrations, state and federal governments and municipal as well as financial sector associations in Mexico) and other Mexican institutions seeking advice from FELICITY.</li> <li>• Compiles information on projects supported by FELICITY, which includes related activities and their impact as well as relevant financial mechanisms at the municipal level, and ensures knowledge transfer through reports and presentation materials.</li> <li>• Monitors the operational budget for different project components.</li> </ul>
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Working base	<p>Comply with values, mission, rules and regulations of GIZ and with the specific indications of the Project Director.</p> <p>Constant self-evaluation to improve the provision of services.</p> <p>All documents generated during this assignment are the intellectual property of GIZ. The confidentiality requirements of all documents received and developed by GIZ will be safeguarded by the project manager. The GIZ rules and regulations are binding.</p>