MEDREG IS LOOKING TO HIRE AN ENERGY EXPERT FOR ITS MILAN-BASED SECRETARIAT

MEDREG stands for the Association of Mediterranean Energy Regulators, which gathers 27 energy regulators from 22 countries, spanning the European Union (EU), the Balkans and the MENA region: Albania, Algeria, Bosnia-Herzegovina, Croatia, Cyprus, Egypt, France, Greece, Israel, Italy, Jordan, Lebanon, Libya, Malta, Montenegro, Morocco, Palestinian Authority, Portugal, Slovenia, Spain, Tunisia and Turkey are already members.

MEDREG works to facilitate and develop regulatory approaches and practices that are coherent at the regional level for energy market integration in the Mediterranean region. MEDREG promotes a transparent, stable and compatible regulatory framework in the Mediterranean region fostering infrastructure investments, consumer protection, and enhanced energy cooperation. Based on a bottom-up approach, MEDREG acts as a collaborative platform for regulators from the Northern and the Southern shore of the Mediterranean to exchange technical knowledge and good practices while supporting each other to reinforce their regulatory capacity. The Association is co-funded by the European Union and benefits from the financial contribution of its members.

MEDREG’s specific work towards meeting its general objective involves: (a) the development of proposals, tools, regulatory standards and good practices that can lead to more efficient and compatible regulatory frameworks to enhance the development of efficient national energy systems and to facilitate the gradual integration of energy systems (including cross-border systems) in the region; and (b) the establishment of a closer relationship amongst regulators in the region with the aim to enhance their cooperation.

MEDREG promotes a permanent exchange of know-how, data collection and dissemination of expertise through comprehensive studies, recommendations, reports and specialised training sessions. Such ambitious goals are carried out via intense institutional and capacity building programmes, which are the pillars of MEDREG’s work, and through MEDREG’s Working Groups that are comprised of representatives of its Members. Currently, MEDREG counts on five specialized Working Groups (Institutional; Electricity; Gas; Environment, Renewable Energy Sources and Energy Efficiency; Consumers).

MEDREG’s strategy and activities are supported by its Milan-based Secretariat, currently composed of a team of 8 people. The Secretariat supports the Presidency Board, the Members and Working Groups towards the implementation the Association’s Action Plan. The Secretariat supervises and contributes to the preparation of studies and recommendations developed by the MEDREG Working Groups, ensures the overall coherence of MEDREG messages through the drafting of strategic documents, speeches, presentations and statements delivered by Members on behalf of MEDREG and conceives and organizes the capacity-building activities provided by MEDREG to its members. Finally, the Secretariat is responsible to manage the accounts and administrative aspects of the Association. Detailed information on MEDREG’s organization and activities is available on the website www.medreg-regulators.org.

The Secretariat is now looking for an Energy Expert to support the implementation and development of MEDREG’s technical and communication deliverables.
OPEN POSITION: Energy Expert (Policy and Communication Unit)
PLACE: Milan, Italy
STARTING DATE: As soon as possible
CONTRACT: Permanent contract with 6-month probation period

JOB DESCRIPTION

The successful candidate will work under the Policy and Communication Unit. Responsibilities include, but are not limited to:

- Support the Head of Unit in all technical activities related to the preparation of reports and technical notes by drafting studies and analysis on identified topics of interest.
- Support the preparation of the deliverables included in MEDREG's Action Plan in cooperation with the Energy Expert working under the Institutional Affairs and Finance Unit.
- Assist the Head of Unit in the preparation of agendas for MEDREG's workshops, trainings and other formative events, providing suggestions on topics, structure of the event and possible speakers.
- Contacting and following up with prospective speakers to facilitate their participation to MEDREG capacity-building events, in cooperation with the Events Officer.
- Support in drafting presentations and speeches to be delivered by MEDREG’s Members and Senior Secretariat staff when representing MEDREG at external events.
- Assist in the drafting of narrative documents pertaining to the MEDREG financing contract with the European Commission.
- Contribute to the drafting of MEDREG’s Annual Report and other publications that promote MEDREG’s achievements in cooperation with the Communication Manager.
- Assist in the implementation of strategies to advocate MEDREG’s messages at national and regional level.
- Proactively follow up and report on developments in Euro–Mediterranean energy policy and regulation (both gas and electricity sectors).

QUALIFICATIONS

- Nationality of one of the MEDREG members.
- Master’s degree in one of the following or related disciplines: economics, engineering, law, political sciences.
- Relevant working experience in the energy sector.
- Proven knowledge of Euro-Mediterranean energy policy and institutional context.
- Ability to understand technical and complex energy issues.
- Outstanding written and verbal skills in English; fluency in Arabic and/or French would be an advantage. Demonstrated ability to draft reports with policy or regulatory focus and/or disseminate content across different media would be an asset.
- Good computer skills (Microsoft Office)
- Dependable, able to follow instructions, respond to management direction and to improve performance through feedback.
- Excellent interpersonal skills, preferably acquired through professional experience in international and multicultural settings.
- Ability to work under time constraint and solve problems.
• Ability to work in a positive and proactive manner, as a team member and in a complex institutional environment.
• Self-starter and able to prioritize and plan work activities efficiently.

CONDITIONS

• **Contract type**: Permanent full-time contract, with 6-month probation period
• **Salary**: Approximately €1650 net/month (13 months), based on experience and educational background plus company benefits including private health insurance
• **Work location**: Milan, Italy

APPLICATION

Interested candidates should **submit the following documents in English**:

• **Detailed curriculum vitae in Europass form** clearly elaborating on educational and professional experience (you can download the template here: http://europass.cedefop.europa.eu/documents/curriculum-vitae);
• **Motivation letter** (1-page maximum); and
• **Two reference contacts**.

Supporting documents (i.e., copies of ID card, educational certificates, evidence of previous professional experience, etc.) **should not be included** in the application at this stage.

Applications should be sent by e-mail to the following address: info@medreg-regulators.org. The reference “EnExp20” must be inserted as subject in the e-mail.

The **deadline** for sending applications is **Wednesday, 30 September 2020**.

Selected candidates will be **interviewed via the online conference tool Zoom**. More detailed information on the interview steps will be provided to shortlisted candidates.