

## Job Vacancy

Position	: Indonesia Action on Methane Project Coordinator
Nature of Work	: Full-time (40 hrs/week)
Duty station	: Jakarta, Indonesia
Expected join	: end of January/early February

### Background

Institute for Essential Services Reform (IESR) is Indonesia's acknowledged energy and climate policy think tank. The institute has been instrumental in driving narrative and policy changes for energy transition in Indonesia, covering various issues: power system transition, energy access, green economy, industrial decarbonization, climate diplomacy, and sustainable mobility. IESR encourages transformation into a zero-emission energy system by advocating public policy based on data-driven and scientific studies, conducting capacity development assistance, and establishing strategic partnerships with various stakeholders.

### About the Position

The Indonesia Action on Methane Project Lead will play a pivotal role in advancing understanding of methane emission from Indonesia's energy sector (oil, gas, and coal industries) by conducting comprehensive research and analysis related to the industry, engaging with government and non-government stakeholders to provide a suitable recommendation to strengthen national's methane reduction action to fulfill Indonesia global methane pledge made in 2021.

### Duties and Responsibilities

- 1) Implementation of activities in the work plan.
- 2) Undertake project activities, including supervising research products, managing events, composing event reports, developing project concepts, reporting, monitoring, and evaluating.
- 3) Actively engage with key stakeholders, including the Ministry of Energy and Mineral Resources, Ministry of Environment, Ministry of National Development Planning, and industry and business groups, to align the research approach with government priorities, regulatory frameworks, and business plans to address methane issues.
- 4) Participate and contribute to strategic meetings or other discussion forums with partners, donors, and other relevant stakeholders.
- 5) Build relationships with key stakeholders to enhance research outcomes, secure support and commitment, and foster collaborative initiatives.
- 6) Direct and implement communication and outreach strategies.
- 7) Communicate the result of analysis to the general public, media, business and government.

### **Qualifications, competencies, and experience**

- 1) A minimum graduate degree (S2) or above in engineering (chemical, environment, petroleum, etc), sciences, or other relevant majors is required.
- 2) Has a minimum of 3 years' work experience in relevant fields.
- 3) Experience formulating policy recommendations based on scientific research supported by a strong knowledge of national policies and regulations.
- 4) Possesses critical thinking and excellent analytical skills.
- 5) Excellent interpersonal and communication skills.
- 6) Proficient in English verbally and in writing.
- 7) Able to work in an intercultural environment and work with a team.
- 8) Detail-oriented and strict attention and appreciation for deadlines.
- 9) Willingness to travel domestically and abroad when required.
- 10) Excellent time-management skills.
- 11) Excellence in using MS Office software families and other tools for assessing emissions.

### **Duration**

A three-year contract can be extended with three months' probation, and it is expected to be on board in **April 2024**.

### **Remuneration**

Salary and benefits are competitive and will be commensurate with the candidate's qualifications and experience level.

### **How to apply**

- Download and fill out the [application form](#) from the IESR website.
- Please send the completed application form, an application letter, the latest CV/resume with a picture to [hrd@iesr.or.id](mailto:hrd@iesr.or.id), and a sample of writing/publication or an 800-word article on any topic relevant to this job position. All documents must be sent before **March 31, 2025**.
- Only qualified candidates will be called for a test and interview.