

Position: Program Officer – Subnational, 2 positions

Nature of work: Full-time, 40 hrs./week, 2-year contract

Duty station: Palembang (South Sumatera) and Denpasar (Bali)

About IESR

Institute for Essential Services Reform (IESR) is a think-tank in the field of energy and environment. The institute has been instrumental in driving narrative and policy changes for energy transition, covering broad sectors of the issues from power, energy access, green economy, to sustainable mobility. IESR encourages transformation into a low carbon energy system by advocating a public policy that rests on data-driven and scientific studies, conducting capacity development assistance, and establishing strategic partnerships with non-governmental actors.

IESR is seeking an experienced and dynamic individual to work as part of IESR work at subnational level.

About the Position

The Program Officer - Subnational will be responsible for coordinating and executing tasks under IESR's cooperation agreement with subnational governments, serving as the primary contact for IESR's headquarters in Jakarta, and facilitating communication with stakeholders within their respective regions, specifically Western Indonesia (including Sumatra) and Eastern Indonesia.

The person will contribute to developing detailed plans for task implementation, managing daily project activities, and maintaining regular communication with a broad range of stakeholders.

S/he will work under Program Manager – Sustainable Energy Access and will be stationed at Palembang (co-working place will be provided) and Denpasar (at IESR's Bali office).

Key roles and responsibilities

- Daily project management: the PO will carry out daily tasks of projects implementation, including organizing stakeholder workshops, writing reports, collecting data, and performing periodical travels (35%)
- Daily communication and learning tasks: the PO will ensure regular communication between IESR office in Jakarta with local governments at different levels, universities, business and commercials, local project partners, CSOs, news media, and other IESR's partners. S/he will also assist Program Manager – Sustainable Energy Access to develop a strategy for gathering learnings from the program (35%)
- Conduct desk study and analysis, including writing paper or reports (20%)
- Contribution to other work themes when necessary (maximum 10%)

Requirements

Background

- Holds a minimum bachelor's degree with a high GPA from reputable universities, majoring in energy- or engineering-related disciplines (such as industrial engineering, environmental science/engineering, energy engineering, other relevant engineering major), economics, natural sciences, communications, business or business administration, political science, or public policy. An advanced degree is preferable.
- Basic understanding of energy and environment issues. A deep understanding of energy policy is valuable.

Work experience

- A minimum of 2 years' working experience, particularly in the government relations and multistakeholders line of work, with expertise in energy and energy access issues, power/electricity, or renewable energy (policy, research, project development, etc.) is preferred.
- Experience in client-facing situations or stakeholder engagement.
- Demonstrable experience in project management, including planning and organization of stakeholder workshops, meetings, etc.
- Experience of working in community development and with communities at the grassroots level is an advantage.

Competencies

- Proficient in English, at least written.
- Excellence in using MS Office software.
- Excellent analytical skills and critical thinking.
- Basic public policy analysis skills.

Duration

Twenty-four months and can be extended, with a 3-month probation period.

Salary

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

IESR does not cover relocation costs to Palembang or Denpasar, nor living costs in either post due to relocation.

How to apply

- Candidate to download [the application form](#) from the IESR website.
- Send the completed application form, together with a cover letter indicating your preferred location, and your latest resume addressing the selection criteria, with proof of your education and experiences to hrd@iesr.or.id by **31 July 2025** with email subject: **PO Subnational – [Your Name]**.
- We will not process incomplete applications.

- Due to the high volume of applications, we apologize that only qualified candidates will be notified and called for an interview.
- The process is on a rolling basis; when a suitable candidate is found, we will close the recruitment process.