

Terms of Reference

Climate & Energy Team Lead

Remuneration Framework:	NRF C3/4 up to ARF D4 ¹
Counterparts:	Prospera and Government of Indonesia Counterparts (including Ministry of Finance, Coordinating Ministry for Economic Affairs, Bappenas, and Coordinating Ministry for Maritime and Investment Affairs)
Work Location:	Jakarta, Indonesia
Reports to:	Head of Breakthrough Area 2 - Macro, Finance, Climate & Energy
Duration of inputs:	Full-time until February 2026
Activity Budget:	BT 2.3

Summary of Expertise Required

The Climate & Energy Team Lead will coordinate Prospera’s climate & energy activities, under the guidance of Head of Breakthrough (BT) Area Two - Head of Macro, Finance, and Climate & Energy. This expertise is required to assist Prospera in framing climate and energy policy issues, addressing the analytic needs of engagement areas, and at the same time, managing a team.

As Lead, you will oversee high quality work on economic and policy analysis/research of topics relating to Prospera’s growing energy and climate work on carbon policy, sustainable finance, and clean energy integrating gender and social inclusion measures.

Utilising your proven expertise in evidence-based policy advice, you will support the Head of BT2 on technical discussions with GoI counterparts in close coordination with other Prospera Adviser(s) and relevant staff.

The position will work closely with the BT2 Head in developing strategic direction and ensure agreed strategies are implemented within their team. You will also provide support and assistance to identify opportunities across all Prospera Practice Areas and Centres of Excellence and manage and implement the delivery of a complex work agenda including through subconsultancy.

The Lead will demonstrate a strong ability to build relationships and effectively communicate with Prospera leadership, government counterparts, and a range of audiences on the climate and energy challenges and opportunities facing Indonesia.

This role demands a mix of technical, strategic, management and leadership skills. The ideal candidate has a strong desire to contribute your climate and energy expertise to positively shape Indonesia’s energy transition. We invite you to join Prospera to make an impact where it really counts.

¹ Subject to the candidate’s profile and experience

Scope of Work

The Climate & Energy Team Lead is required to:

Strategic engagement:

- Support the Head of BT2 to develop strategic and high policy impact activities and new emerging areas of Prospera engagement, including conducting and/or overseeing analytical scoping exercises.
- Support the Head of BT2 on technical discussions with GoI counterparts in delivering the activities in close coordination with other Prospera Advisers and relevant staff members.
- Prepare briefings to the Head of BT2 and assist their work to brief the SLT to facilitate assessment of economic policy and developments and Prospera activities, and support to ongoing performance management including health checks.

Implementation and Management:

- Deliver an economic analysis work program on climate and energy consistent with Prospera's mandate of economic governance, aiming to spur strong, sustainable and inclusive growth, and competitiveness.
- Undertake activities which strengthen Indonesia's evidence-based policy making, including supporting stronger links with non-government stakeholders such as civil society, research institutions and the private sector as part of the policy making process.
- Management and oversight of all Climate & Energy Team activities ranging from consultancies, peer-review, quality assurance, research, workshops, field visits, and conducting and/or overseeing analytical scoping exercises. Ensure the high quality expected by counterparts.
- Work with the team to prepare reports, presentations, and briefing notes for senior leadership. Effectively communicate economic concepts in simple terms.
- Direction, guidance, supervision and performance management of the Climate & Energy Team personnel.
- Provide quality assurance, risk and reputational management, and time and value for money control of all Climate & Energy Team activities.

Internal and external stakeholder engagement:

- Support and advise across Prospera Practice Areas and Centres of Excellence to increase their policy impact by providing high level climate and energy policy advice and analysis.
- Liaise and coordinate with Prospera's Policy and Strategy Unit to ensure work area plans and activities are highly aligned to broader Prospera policy and strategic aims.
- Identify, review and manage opportunities for incorporation of gender equality and social inclusion activities.
- Coordinate with and undertake activities which support Australian government development assistance related to economic governance activities.
- Communicate Climate & Energy Team activities and outcomes, in support of Prospera's communications, reporting and monitoring and evaluation plan.



Selection Criteria – Qualifications and Experience

It is expected that the position will meet the following qualifications:

- A master's degree in Economics and a minimum of 8-10 years' relevant experience in economics and quantitative analysis.
- Experience in analysing the Indonesian economy and available datasets is required, and understanding of other emerging/developing country transition contexts is desirable.
- Experience working with government officials and engaging with various stakeholders in analysing and communicating government policies.
- A capacity to engage in all of the following areas: energy policy, sustainable finance, carbon policy, and natural resources accounting.
- Experience in collaborating on economic research and preparing effective presentations on economic issues.
- Experience in managing projects through subsidiary contract agreement.
- Experience or ability to develop background papers, concept notes, and terms of reference to scope, design, and effectively implement a range of activities.
- Supervisory experience, including motivating, leading, delegating and managing performance.
- Computing proficiency with competency in the use of Microsoft products (Excel, Word, PowerPoint, etc.) as well as one or more econometric software packages.
- Excellent written communication skills with fluency in English (both written and oral), including advocacy, negotiation and presentation skills.
- Proven ability to write a concise report in Bahasa Indonesia and English.

Overview of Prospera

Prospera is a A\$259 million eight-year program building on two decades of Australia's support for economic governance in Indonesia. Prospera incorporates 15 Australian Government agencies and over 200 expert advisers and program staff from diverse backgrounds. Prospera also collaborates closely with the Katalis program to realise the benefits of the Indonesia-Australia Comprehensive Economic Partnership Agreement.

Prospera's goal is to contribute to strong, sustainable, and inclusive economic growth in Indonesia through three breakthrough outcomes:

- **Expanding markets creating jobs:** Building a robust private sector that creates more high value jobs.
- **Safeguarding economic and financial stability:** Ensuring a strong foundation for sustainable and inclusive growth.
- **Improving public finances and government performance:** Enabling a modern, effective and responsible public sector.



Underpinning these breakthrough areas are three enablers: capable and coordinated institutions that support Indonesia’s development transition; gender equality and disability inclusion are advanced; and government of Indonesia and Australia partnerships strengthen.

Prospera commenced in March 2018 and will conclude in February 2026.

<p>Confidentiality</p> <p>Due to the sensitivity of much of the information the position will encounter, there is an obligation, pursuant to the contract of engagement to maintain full confidentiality of information and to not disclose this to third parties without the express written approval of Prospera. In some cases, a separate confidentiality agreement may be required authorising the review of sensitive material.</p>	<p>Conflict of Interest</p> <p>The team member will use her/his best endeavours to ensure that a situation does not arise which may result in a conflict of interest. Where a conflict of interest or a potential conflict of interest arises in the performance of the obligations under this Terms of Reference, the team member must immediately notify the Chief of Operations</p>
<p>Knowledge and Performance</p> <p>The team member will support Prospera’s Knowledge and Performance team through reporting and communication products for knowledge capture and learning purposes. The team member will also support monitoring and evaluation through the supply of high quality data, participation in data collection methods and case studies that may arise from the inputs.</p>	<p>Diversity and Inclusion</p> <p>Prospera recognises the importance of embracing workplace diversity, specifically valuing the unique qualities, attributes, skills, and experience all employees bring to the workplace. Prospera is committed to supporting a positive work environment based on respect. These values should be reflected in the function and behaviour of all team members.</p>
<p>Code of Conduct</p> <p>The team member is to conduct themselves in a manner consistent with the <i>Public Service Act 1999</i> (Cth), (including the Australian Public Service Values and Employment Principles, and Code of Conduct) and the employer’s professional standards.</p>	<p>Policy Compliance</p> <p>The team member will work within Department of Foreign Affairs and Trade policy and Prospera guidelines on gender, child protection, poverty, the environment, human rights, and governance</p>