

## VACANCY NOTICE

# POSITION DESCRIPTION

<b>Position Title</b>	LASEP Gender Equality, Disability and Social Inclusion (GEDSI) Consultant
<b>Long-Term / Short-Term</b>	65 days (from November 2024- December 2025)
<b>Position Location</b>	Vientiane, Lao PDR
<b>Reports To</b>	LASEP Team Leader

## Program Background

Partnerships for Infrastructure (P4I) is the Australian Government's flagship infrastructure initiative for Southeast Asia. It partners with Cambodia, Indonesia, Laos, Malaysia, Philippines, Thailand, Timor-Leste, Vietnam and the Association of Southeast Asian Nations (ASEAN) to foster inclusive growth through sustainable economic infrastructure (i.e. transport, energy, telecommunications, and utilities).

Delivered through a single cohesive team, the initiative is led by the Australian Department of Foreign Affairs and Trade in collaboration with EY, Adam Smith International, The Asia Foundation, and Ninti One. The Program's Head Office is in Bangkok (the Hub).

P4I focuses on infrastructure prioritisation and planning, policy and regulation, and procurement and project preparation (P4I does not finance the delivery of infrastructure). All services aim to address gender equality, disability, and social inclusion, and disaster risk reduction and climate change issues. P4I can respond to rapid requests, but ultimately aims to develop longer-term infrastructure engagement. Further information about P4I is available at [www.partnershipsforinfrastructure.org](http://www.partnershipsforinfrastructure.org)

The Laos-Australia Sustainable Energy Partnership (LASEP) through its partner The Asia Foundation (TAF) is supporting the Government of Lao PDR (GoL) to enhance capacity for the management and regulation of the energy sector that can adapt over time, with an improved ability to plan, develop and negotiate energy projects and a greater evidence-informed policy and planning processes to support the energy transition, underpinned by a better understanding of all options for energy supply. LASEP addresses three challenges to support the GoL's energy priorities - strengthening energy stability, maintaining reliability, and improving the profitability of the energy sector. Given the central and foundational role the energy sector plays in Lao PDR's economy, it is anticipated that the Program will deliver broader benefits beyond this sector, e.g. more reliable, affordable and equitable energy supply can help attract investment in energy-intensive industries and address the GoL's fiscal and social inclusion challenges.

As part of its commitment to gender equality, disability and social inclusion (GEDSI), LASEP has initiated a capacity-building program specifically aimed at enhancing the knowledge and leadership skills of women in the energy sector. This program includes designing and delivering workshops, training sessions, and mentorship opportunities to empower women, promote gender equality, and foster the inclusion of persons with disabilities and marginalised communities within the energy sector in Laos. The program aims to create a more inclusive energy transition by supporting women to become leaders and active participants in the sector.

## Scope of Work

The GEDSI Consultant will be responsible for supporting the coordination and implementation of the capacity-building program for women in the energy sector. Key responsibilities include:

- Support the design and implementation of capacity-building programs, including the development of training materials, and ensure the trainings align with LASEP objectives and P4I's GEDSI approach;
- Manage and facilitate strong relationships with key stakeholders, including the Ministry of Energy and Mines (MEM), Lao Women Union (LWU), and relevant organisations, to ensure effective program execution;
- Conduct analysis on government strategies on energy and GEDSI to ensure alignment with international best practices and identify entry points for increasing the participation of women and other



marginalised groups in the energy sector and enhancing GEDSI-responsive initiatives within energy sector activities;

- Collect and analyse data, prepare reports, and ensure alignment with LASEP M&E framework;
- Provide administrative support, including meeting and workshop coordination, and management of project documentation for LASEP, the in-country team, and partner organisations.
- Provide Lao-English translation and interpretation as needed;
- Other areas of support may include:
  - Providing ad hoc research, analytical support, and support to special projects.
  - Contributing to ad hoc updates and briefings requested by P4I Program Executive, DFAT Posts, or DFAT Canberra, and the GEDSI team.
  - Providing internal updates and information the One Team and secretariat function support during meetings.
  - Supporting other tasks as assigned.

### Desired Qualifications:

- Qualifications (Bachelor's degree) and professional experience in a relevant discipline (preferably in international development, economics, management, or social sciences).
- Excellent knowledge of standard office software and experience with database applications strongly preferred (e.g. Sharepoint, PowerBI and PowerAutomate).
- Strong English and Laos written and oral communication skills.
- Strong planning and organisational skills, including the ability to work effectively and confidently across a team to manage deadlines, communicate and follow up requests, and contribute to the improvement of program delivery processes and information systems.
- Demonstrated experience managing a range of tasks under tight timelines with competing priorities.
- Excellent liaison and coordination skills.
- Demonstrated ability to identify and address challenges confidently and proactively.
- Prior experience, training or education related to gender equality, women's empowerment, disability and social inclusion in the Laos context will be considered an asset.

### How to Apply

Qualified candidates are required to submit a CV and cover letter (one page max) before the deadline of 5:00 pm on 20 September 2024 to [recruitment@partnershipsforinfrastructure.org](mailto:recruitment@partnershipsforinfrastructure.org). Partnerships for Infrastructure (P4I) is an equal opportunity employer, with personal and professional development opportunities provided to all staff. P4I adheres to a strict code of ethics and has zero tolerance for sexual harassment and exploitation.

Due to the high volume of applications for this positions, only short-listed applicants will be contacted.