

CTI Conceptual Framework Research Consultant specialized in the areas of Industrial Decarbonization, Green Transition or another closely related topic

The IDB Group is a community of diverse, versatile, and passionate people who come together on a journey to improve lives in Latin America and the Caribbean. Our people find purpose and do what they love in an inclusive, collaborative, agile, and rewarding environment.

About this position

We are looking for a conceptual framework **Consultant** who is **specialized in the areas of Industrial Decarbonization, Green Transition, or another closely related topic** and with knowledge about the industrial sectors in Latin America and the Caribbean (LAC). As a conceptual Consultant, your main tasks will be to research and develop a conceptual framework for the Regional Technical Cooperation “Decarbonization Strategies for carbon-intensive Industrial Sectors and their Value Chains in LAC”. You will assist the team with technical assistance to develop the conceptual framework and the selection of industrial subsectors to be the starting points for the rest of the program for Decarbonization Strategies for carbon-intensive Industrial Sectors and their Value Chains in LAC. You will develop a solid analysis of new and frontier methodologies to assess roadmaps for existing and emerging climate technologies to facilitate climate resilience and decarbonization of emission-intensive¹ industries in that selection of industrial subsectors in Latin America and the Caribbean.

You will work in the Competitiveness, Technology and Innovation Division, part of the Institutions for Development department. This team provides funding, technical assistance and knowledge products to support governments in key action areas, such as business innovation, social innovation, entrepreneurship ecosystems, digital transformation and productive development. IDB programs in these areas incorporate common themes, such as training in science, technology, and innovation for advanced human capital; strengthening scientific and technological infrastructure; designing public policies to promote innovation; and strengthening institutional capacity of the agencies and ministries that are responsible for implementing these policies.

What you'll do:

1. Hold discussions with the IDB project team to discuss project objectives, approach, expected outputs and outcomes, and any other issues related to the execution of the consultancy.
2. Research international examples of sector-specific roadmaps for industrial decarbonization via innovation and/or the adoption of emissions-reducing and climate resilience technologies and processes, carbon accounting frameworks, results frameworks and good practices to measure and show achievement of results. Focus on examples where the adoption of greener technologies can also serve to modernize aspects of production and contribute to increasing productivity in the private sector.
3. Based on the LAC beneficiary countries involved in the project, define a methodology for grouping common sectors of interest:

¹ Emissions refer to greenhouse gas emissions (GHG), i.e., carbon dioxide (CO₂), methane (CH₄), nitrous oxide (N₂O), sulfur hexafluoride (SF₆), hydrofluorocarbons (HFCs), and perfluorocarbons (PFCs).

- As a starting point, this could be based on common industrial structures among sub-groups of countries², or GHG emissions intensity, climate vulnerability, country climate commitments, existing innovation or technology adoption levels, or other factors among a sub-group of countries that would be relevant for identifying specific investment/technology opportunities to reduce emissions in those industrial subsectors.
4. Based on the common sectors of interest, provide a review of international examples of different methodological approaches for defining roadmaps and techno-economic diagnostics for reducing emissions and document the pros and cons of each approach.
 5. Based on the selected sectors of common interest, develop a conceptual framework for industrial decarbonization at the sectoral level for an industrial decarbonization roadmap building exercise tailored to the beneficiary countries.
 6. Any other activities necessary to accomplish the stated objectives of the consultancy assignment.

Deliverables and Payments Timeline:

<u>Deliverable #</u>	<u>Percentage</u>	<u>Planned Date to Submit</u>
Product 1: Work Plan and a Proposal for a Methodological Approach.	20%	4 weeks after signing the contract
Product 2: Draft report documenting the selection of sectors of common interest and conceptual framework	40%	8 weeks after signing the contract
Product 3: Final report documenting selection of sectors of common interest and conceptual framework with a PowerPoint presentation summarizing the report	40%	12 weeks after signing the contract

What you'll need

- **Education:** Degree in economics, business administration, industrial engineering, environmental engineering or similar is required.
- **Experience:** At least 5 years of demonstrated experience in research of international best practices, reviewing and developing conceptual frameworks. Extensive knowledge of innovation, science, and technology, industrial decarbonization, green transition, and/or

² Including industry contribution to countries' GDP.

climate change. Knowledge of the industrial structure of Latin American and Caribbean countries would be a plus.

- **Languages:** Proficiency in English and Spanish required.

Key skills:

- Learn continuously
- Collaborate and share knowledge
- Focus on clients
- Communicate and influence
- Innovate and try new things

Requirements:

- **Citizenship:** You are a citizen of one of our 48-member countries.
- **Consanguinity:** You have no family members (up to the fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB, IDB Invest, or IDB Lab.
- **COVID-19 considerations:** the health and safety of our employees are our number one priority. As a condition of employment, IDB/IDB Invest requires all new hires to be fully vaccinated against COVID-19.

Type of contract and duration:

- **Type of contract:** Products and External Services Consultant (PEC), Lump Sum
- **Length of contract:** XX days in a period of 3 months

What we offer

The IDB group provides benefits that respond to the different needs and moments of an employee's life. These benefits include:

- A **competitive compensation** package.
- A flexible way of working. You will be evaluated by deliverable.

Our culture

At the IDB Group we work so everyone brings their best and authentic selves to work, willing to try new approaches without fear, and where they are accountable and rewarded for their actions.

Diversity, Equity, Inclusion and Belonging (DEIB) are at the center of our organization. We celebrate all dimensions of diversity and encourage women, LGBTQ+ people, persons with disabilities, Afro-descendants, and Indigenous people to apply.



HRD Terms of Reference

ANNEX A

We will ensure that individuals with disabilities are provided reasonable accommodation to participate in the job interview process. If you are a qualified candidate with a disability, please e-mail us at diversity@iadb.org to request reasonable accommodation to complete this application.

Our Human Resources Team reviews carefully every application.

About the IDB Group

The IDB Group, composed of the Inter-American Development Bank (IDB), IDB Invest, and the IDB Lab offers flexible financing solutions to its member countries to finance economic and social development through lending and grants to public and private entities in Latin America and the Caribbean.

About IDB

We work to improve lives in Latin America and the Caribbean. Through financial and technical support for countries working to reduce poverty and inequality, we help improve health and education and advance infrastructure. Our aim is to achieve development in a sustainable, climate-friendly way. With a history dating back to 1959, today we are the leading source of development financing for Latin America and the Caribbean. We provide loans, grants, and technical assistance; and we conduct extensive research. We maintain a strong commitment to achieving measurable results and the highest standards of integrity, transparency, and accountability.

Follow us:

<https://www.linkedin.com/company/inter-american-development-bank/>

<https://www.facebook.com/IADB.org>

https://twitter.com/the_IDB

CTI Techno economic Diagnostics and Evaluation Consultant specialized in the areas of Industrial Decarbonization, Green Transition or another closely related topic.

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About this position

We are looking for a Techno-economic Diagnostics and Evaluation **Consultant** who is **specialized in the areas of Industrial Decarbonization or a closely related topic** and with knowledge about the industrial sectors in Latin America and the Caribbean (LAC). As a Techno-economic Diagnostics and Evaluation **Consultant**, your main tasks will be to research and develop **and sector specific roadmaps to achieve net-zero emissions by 2050 and strengthening climate resilience** for the Regional Technical Cooperation “Decarbonization Strategies for carbon-intensive Industrial Sectors and their Value Chains in LAC”. You will assist the team with technical assistance to map and identify specific investment/technology opportunities and understand the level of technological readiness to achieve net-zero emissions in selected industries, international good practices and tendencies, and a preliminary assessment of financing mechanisms and de-risking instruments.

You will work in the Competitiveness, Technology and Innovation Division, part of the Institutions for Development department. This team provides funding, technical assistance and knowledge products to support governments in key action areas, such as business innovation, social innovation, entrepreneurship ecosystems, digital transformation and productive development. IDB programs in these areas incorporate common themes, such as training in science, technology, and innovation for advanced human capital; strengthening scientific and technological infrastructure; designing public policies to promote innovation; and strengthening institutional capacity of the agencies and ministries that are responsible for implementing these policies.

What you'll do:

1. Hold discussions with the IDB project team to discuss project objectives, approach, expected outputs and outcomes, and any other issues related to the execution of the consultancy.
2. Review the results of a previous consultancy to create a conceptual framework and the identification of industrial sub-sectors by sub-groups of Latin American countries, use this material as a starting point to propose at least 2 industrial sub-sectors for the focus of the techno-economic evaluations.
3. Map and identify specific investment/technology opportunities and understand the level of technological readiness to achieve net-zero emissions in at least 2 selected industrial sub-sector for a sub-groups of Latin American countries.
4. Assess pathways for how existing climate technologies (or Best Available Technologies (BAT)) and technologies on the horizon (i.e., that may still need significant investment in R&D+i to be commercially viable) to facilitate climate resilience and decarbonization of the

emission intensive industries and their value chains. Assess trade-offs (i.e., technological and carbon lock-in) in the short, medium and long run.

5. Document international good practices, tendencies and decarbonization trajectories in the 2 selected industrial sub-sectors.
6. List specific types of investments a specific sector / industry can undertake in short, medium and long term and provide a preliminary assessment of financing mechanisms and de-risking instruments.
7. Describe action steps and tech adoption packages for decarbonization, including options to strengthen climate resilience, improve linkages between SMEs and large firms along the value chain. Based on the common sectors of interest, provide a review of international examples of different methodological approaches for defining roadmaps and techno-economic diagnostics for reducing emissions and document the pros and cons of each approach.
8. Develop a human capital needs assessment which proposes plans for quickly developing or attracting human capital¹ and boosting interactions with centers for investigation with a specific focus on gender.
9. Assess market and non-market mechanisms at regional or domestic level to contribute LAC countries achieving industrial sector NDC commitments.
10. Identify of the role of LAC Ministries of Science, Technology, and Innovation and Ministries of Industry and industry associations in facilitating transparency and accounting through the design and implementation of National Registries for reporting, tracking progress and NDC accounting in countries mitigation and adaptation commitments, and the development of certifications, standards and/or seals.
11. Focus the analysis on how these actions can also serve to promote competitiveness and the subsector's access to international markets.
12. Based on the previous activities provide policy recommendations to promote research and development to enable innovation and technology development and deployment that are concrete and very specific to the selected sub-subsectors.
13. Any other activities necessary to accomplish the stated objectives of the consultancy assignment.

Deliverables and Payments Timeline:

<u>Deliverable #</u>	<u>Percentage</u>
Deliverable 1: Work Plan and a Proposal for a Methodological Approach.	20%
Deliverable 2: Draft report	40%
Deliverable 3: Final report incorporating feedback from the IDB team with a PowerPoint presentation summarizing the report	40%

¹ See for example (I need to add a couple of links and descriptions of programs).

What you'll need

- **Education:** Master's degree in industrial or environmental engineering, earth, environmental, economic sciences, innovation, or similar field.
- **Experience:** At least 10 years of demonstrated experience in research projects and techno-economic analyses in the field of green innovation, science, and technology, industrial decarbonization, and/or green transition, or a related field. Knowledge of the industrial structure of Latin American and Caribbean countries would be a plus.
- **Languages:** Proficiency in English and Spanish required.

Key skills:

- Learn continuously
- Collaborate and share knowledge
- Focus on clients
- Communicate and influence
- Innovate and try new things

Requirements:

- **Citizenship:** You are a citizen of one of our 48-member countries.
- **Consanguinity:** You have no family members (up to the fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB, IDB Invest, or IDB Lab.
- **COVID-19 considerations:** the health and safety of our employees are our number one priority. As a condition of employment, IDB/IDB Invest requires all new hires to be fully vaccinated against COVID-19.

Type of contract and duration:

- **Type of contract:** Products and External Services Consultant (PEC), Lump Sum
- **Length of contract:** XXX days in a period of 10 months

What we offer

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Our Human Resources Team reviews carefully every application.

CTI Entrepreneurship and Innovation Policy Consultant specialized in instruments to support the public and private sector in their decarbonization and climate resilience agenda.

The IDB Group is a community of diverse, versatile, and passionate people who come together on a journey to improve lives in Latin America and the Caribbean. Our people find purpose and do what they love in an inclusive, collaborative, agile, and rewarding environment.

About this position:

We are looking for a consultant to inventory entrepreneurship and innovation policy instruments, and design a policy pilot for at least 3 instruments along with a initial assessment of feasibility in distinct LAC country contexts, and guidelines for piloting, monitoring and evaluating how the instruments can , support the public and private sector in their decarbonization and climate resilience agenda in the short, medium and long-run. This consultancy is part of the “Decarbonization Strategies for carbon-intensive Industrial Sectors and their Value Chains in LAC” Regional Technical Cooperation (RG-T4262) activities.

You will work in the Competitiveness, Technology and Innovation Division (CTI), part of the Institutions for Development Department (IFD). This team provides funding, technical assistance and knowledge products to support governments in key action areas, such as business innovation, social innovation, entrepreneurship ecosystems, digital transformation and productive development. IDB programs in these areas incorporate common themes, such as training in science, technology, and innovation for advanced human capital; strengthening scientific and technological infrastructure; designing public policies to promote innovation; and strengthening institutional capacity of the agencies and ministries that are responsible for implementing these policies.

What you'll do:

1. Hold discussions with the IDB project team to discuss project objectives, approach, expected outputs and outcomes, and any other issues related to the execution of the consultancy.
2. Conduct an analytical review and inventory of global and regional best practices of entrepreneurship and innovation policy instruments that have the potential to support the public and private sector in their decarbonization and climate resilience agenda. The analysis should follow a clear definition of the selection criteria.
3. Conduct a mapping of key stakeholders and context for selected LAC countries, including the design and implementation of information collection tools.
4. Design pilots for sector-specific entrepreneurship and innovation policy instruments contextualized for selected LAC countries and along with a detailed set of guidelines for piloting, monitoring and evaluating how the instrument will support the public sector and the private sector in their decarbonization and climate resilience agenda in the short, medium and long-run. The design should be aligned with each country's regulatory and institutional frameworks. The sectors of interest would be defined together with the IDB project team. As a starting point, this could be based on common industrial structures among sub-groups of countries, or carbon emissions intensity, climate vulnerability, country climate commitments,

or other factors among a sub-group of countries that would be relevant for identifying specific investment/technology opportunities to reduce emissions in those sectors.

5. In this context, one policy of interest is a challenge-driven mission-oriented innovation policy (MOIP). In the design of the pilots, specifically consider the pros and cons of such a policy vis-à-vis other policy innovation and entrepreneurship instruments in the context of specific industrial subsectors in selected LAC countries. If such a policy compares favorably, develop a framework and potential financing instruments for establishing a structure for a challenge-driven mission-oriented innovation policy (MOIP) agenda to facilitate local development or adoption of a cutting-edge climate-related technological solutions¹ in the selected LAC countries.
6. Provide an explicit road map for how this policy agenda could be laid out and what would be needed to implement and evaluate the policy agenda, based on the varying degrees of maturity of the LAC innovation systems and its governance.
7. Provide analysis of policy gaps and developing recommendations to promote the challenge-driven mission-oriented innovation policy (MOIP) agenda in the selection of LAC countries.
8. Support dissemination activities of the consultancy's results.
9. Any other activities necessary to accomplish the stated objectives of the consultancy assignment.

Deliverables and Payments Timeline:

<u>Deliverable #</u>	<u>Percentage</u>	<u>Planned Date to Submit</u>
Product 1: Work Plan and a Proposal for a Methodological Approach.	15%	4 weeks after signing the contract
Product 2: Draft report with final information collection tools	40%	20 weeks after signing the contract
Product 3: Final report incorporating feedback from the IDB team, a PowerPoint presentation summarizing the report and the database of stakeholders interviewed	45%	40 weeks after signing the contract

What you'll need

- **Education:** Master's degree in industrial or environmental engineering, earth, environmental, economic sciences, innovation, or similar field.
- **Experience:** At least 10 years of demonstrated experience in the design and implementation of innovation and entrepreneurship policies, including how to monitor implementation progress and evaluate their effectiveness. Extensive knowledge of

¹ Both to reduce/avoid GHG emission and increase adaptation capacity and climate resilience. Mission-oriented innovation policies (MOIP) such as challenge-based programs are well suited to develop solutions for well-identified problems.

innovation, science, and technology, industrial decarbonization, and/or green transition, or a related field. Knowledge of the industrial structure of Latin American and Caribbean countries and challenges related to innovation policies in the LAC context is required. This knowledge includes but is not limited to firm capabilities, managerial and organization practices in industrial sectors and public sector capabilities (i.e., extent of coherence and coordination among actors across national innovation systems, consistency and stability over time), institutional capacity constraints and institutional financing.

- **Languages:** Proficiency in English and Spanish required.

Key skills:

- Learn continuously
- Collaborate and share knowledge
- Focus on clients
- Communicate and influence
- Innovate and try new things

Requirements:

- **Citizenship:** You are a citizen of one of our 48-member countries.
- **Consanguinity:** You have no family members (up to the fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB, IDB Invest, or IDB Lab.
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Type of contract and duration:

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What we offer

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Our Human Resources Team reviews carefully every application.

CTI Consultant for Implementing a Capacity Building Training Program for Innovation Agency Policy Makers about Innovation Policy Tools for Industrial Decarbonization

The IDB Group is a community of diverse, versatile, and passionate people who come together on a journey to improve lives in Latin America and the Caribbean. Our people find purpose and do what they love in an inclusive, collaborative, agile, and rewarding environment.

About this position

We are looking for a Consultant to implement a specialized training course for the Latin American Network of Innovation Agencies (RELAI) focusing on science, technology and innovation policies to support decarbonization of carbon-intensive industrial sectors and their value chains. The Consultant will be expected to report on the activities' progress periodically and virtually meet with the IDB project team and the RELAI coordination team. The course is expected to be delivered in a virtual format in 2024. The aim of this capacity building program will be to develop human capital and strengthen institutional capacity to design and implement innovation policies related to the overall objectives of the Technical Cooperation RG-T4262 "Decarbonization Strategies for carbon-intensive Industrial Sectors and their Value Chains in LAC".

You will work in the Competitiveness, Technology and Innovation Division, part of the Institutions for Development department. This team provides funding, technical assistance and knowledge products to support governments in key action areas, such as business innovation, social innovation, entrepreneurship ecosystems, digital transformation and productive development. IDB programs in these areas incorporate common themes, such as training in science, technology, and innovation for advanced human capital; strengthening scientific and technological infrastructure; designing public policies to promote innovation; and strengthening institutional capacity of the agencies and ministries that are responsible for implementing these policies.

What you'll do /:

1. Hold discussions with the IDB project team and RELAI coordination team to discuss project approach, delivery modes, selection of participants, implementation nuances, expected outputs and outcome, and any other issues related to the execution of the consultancy.
2. Develop a detailed work plan to guide the schedule of the consultancy activities.
3. Identify key/potential participants and confirm invited faculty team members (including backup options). Supervise the faculty team members' duties.
4. Design and manage the Call for Participants, maintaining frequent communication with the participants throughout the course.
5. Implement constructive mechanisms to motivate high participation throughout the training course. Consider mechanisms/strategies to ensure gender and diversity inclusion.
6. Provide continuous status updates (at least once a month) on the implementation progress. Hold virtual meetings as necessary to discuss issues.
7. Based on inputs provided by the IDB regarding international best practices in Training Course design on this topic, prepare a *course handbook* for students & faculty and tutors, including at least: the objectives of the course, instructions to the participants for each of the sessions (e.g., reading materials, in-class, and home exercises, etc.), a note or guide to the evaluation process, full list of reading and additional materials, description of the faculty and guest

- lectures, and additional information (e.g., what to do in case of illness or extraordinary events leading to missing a session).
8. Develop a virtual platform containing a whiteboard and a digital library with PDF copies of reading materials, case studies, exercises, and evaluations.
 9. Prepare a *course playbook and delivery guidelines* for the team delivering the course behind the scenes to support and guide the different sessions' preparations, logistics and delivery. It should include instructions on how to execute dry-run sessions with the delivery team to rehearse the online course's different logistical and timing elements. If a face-to-face method is chosen, the playbook should contain additional information about the hosting facilities (e.g., map and description), travel and emergency information, etc.
 10. Coordinate and facilitate adequate logistical and technical arrangements for the training program delivery. It includes video platforms for teaching activities (e.g., Zoom, MS Teams, Webex), translations (when required), interactive discussion workgroup platform (e.g., Miro or Mural online whiteboard), interactive tools for evaluation questionnaires (e.g., slido, voxvote, type form, class marker, etc.), guidelines for the visual identify, structure and script of the videos (for guest lectures and cases), among others.
 11. Systematize the training program implementation experience, including lessons learned, main challenges encountered, bottlenecks, strategies used to overcome them, and recommendations for the program's scalability, sustainability, and replicability to broader audiences and other stakeholders in the LAC region.
 12. Issue a survey to participants that gathers feedback on the training's outcome.
 13. After the course implementation, organize and present a masterclass (duration of 2h) with the key messages of the course to a wider audience involving innovation agencies, government entities, industry associations, and investigation centers.
 14. Record all live sessions, lectures, and masterclasses.

Deliverables and Payments Timeline:

<u>Deliverable #</u>	<u>Percentage</u>	<u>Planned Date to Submit</u>
Product 1: Work plan and the proposed methodological approach to accomplish the objectives of the consultancy with the timeline for activities. It should include the course handbook for students and faculty & the course playbook for the support team to be distributed prior to the start of the course.	40%	To be defined
Product 2: Final report including a systematization of the training program implementation and (at least) the following: - 2-pager summarizing the main takeaways (including data visualization). - Database of all training participants, including faculty, tutors, and guest speakers.	60%	To be defined

<ul style="list-style-type: none">- Survey documenting participants' feedback on the training and its results. Summarize the main takeaways.- Training Completion Certificates issued.- Recording of all live sessions, lectures, and masterclasses.- Training course pictures and images, per module		
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What you'll need

- **Education:** Degree in economics, business administration, industrial engineering, environmental engineering or similar is required.
- **Experience:** At least 10 years of demonstrated experience in policy-oriented trainings and education and learning services internationally in the field of green innovation, science, and technology, industrial decarbonization, and/or green transition, or a related field. Proven expertise in building successful alliances with municipal and regional governments, universities, research institutes, and science-policy experts worldwide. Experience, tools and learning mechanisms in place for designing and implementing tailored training programs for policy makers.
- **Languages:** Proficiency in English and Spanish required.

Key skills:

- Learn continuously
- Collaborate and share knowledge
- Focus on clients
- Communicate and influence
- Innovate and try new things

Requirements:

- **Citizenship:** You are a citizen of one of our 48-member countries.
- **Consanguinity:** You have no family members (up to the fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB, IDB Invest, or IDB Lab.
- **COVID-19 considerations:** the health and safety of our employees are our number one priority. As a condition of employment, IDB/IDB Invest requires all new hires to be fully vaccinated against COVID-19.

Type of contract and duration:

- **Type of contract:** Products and External Services Consultant (PEC), Lump Sum
- **Length of contract:** 4 months

What we offer

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Our culture

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About the IDB Group

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About IDB

We work to improve lives in Latin America and the Caribbean. Through financial and technical support for countries working to reduce poverty and inequality, we help improve health and education and advance infrastructure. Our aim is to achieve development in a sustainable, climate-friendly way. With a history dating back to 1959, today we are the leading source of development financing for Latin America and the Caribbean. We provide loans, grants, and technical assistance; and we conduct extensive research. We maintain a strong commitment to achieving measurable results and the highest standards of integrity, transparency, and accountability.

Follow us:

<https://www.linkedin.com/company/inter-american-development-bank/>

<https://www.facebook.com/IADB.org>

https://twitter.com/the_IDB

CTI Consultant for implementing a training course for talent development among female entrepreneurs in key sectors for the decarbonization and climate-resilient agenda

The IDB Group is a community of diverse, versatile, and passionate people who come together on a journey to improve lives in Latin America and the Caribbean. Our people find purpose and do what they love in an inclusive, collaborative, agile, and rewarding environment.

About this position

We are looking for a Consultant to implement a specialized training course for talent development among female entrepreneurs in key sectors for the decarbonization and climate-resilient agenda. The Consultant will be expected to report on the activities' progress periodically and virtually meet with the IDB project team. The course is expected to be delivered in a virtual format in 2025. The aim of the course will be to develop human capital related to the overall objectives of the Technical Cooperation RG-T4262 "Decarbonization Strategies for carbon-intensive Industrial Sectors and their Value Chains in LAC".

You will work in the Competitiveness, Technology and Innovation Division, part of the Institutions for Development department. This team provides funding, technical assistance and knowledge products to support governments in key action areas, such as business innovation, social innovation, entrepreneurship ecosystems, digital transformation and productive development. IDB programs in these areas incorporate common themes, such as training in science, technology, and innovation for advanced human capital; strengthening scientific and technological infrastructure; designing public policies to promote innovation; and strengthening institutional capacity of the agencies and ministries that are responsible for implementing these policies.

What you'll do:

1. Hold discussions with the IDB project team to discuss project approach, delivery modes, selection of participants, implementation nuances, expected outputs and outcome, and any other issues related to the execution of the consultancy.
2. Develop a detailed work plan to guide the schedule of the consultancy activities.
3. Identify key/potential participants and confirm invited faculty team members (including backup options). Supervise the faculty team members' duties.
4. Design and manage the Call for Participants, maintaining frequent communication with the participants throughout the course.
5. Implement constructive mechanisms to motivate high participation throughout the training course. Consider mechanisms and strategies to ensure women's active participation.
6. Provide continuous status updates (at least once a month) on the implementation progress. Hold virtual meetings as necessary to discuss issues.
7. Prepare a *course handbook* for students & faculty and tutors, including at least: the objectives of the course, instructions to the participants for each of the sessions (e.g., reading materials, in-class activities, and home exercises, etc.), a note or guide to the evaluation process, full list of reading and additional materials, description of the faculty and guest lectures, and additional information (e.g., what to do in case of illness or extraordinary events leading to missing a session).
8. Develop a virtual platform containing a whiteboard and a digital library with PDF copies of reading materials, case studies, exercises, and evaluations.

9. Prepare a *course playbook and delivery guidelines* for the team delivering the course behind the scenes to support and guide the different sessions' preparations, logistics and delivery. It should include instructions on how to execute dry-run sessions with the delivery team to rehearse the online course's different logistical and timing elements. If a face-to-face method is chosen, the playbook should contain additional information about the hosting facilities (e.g., map and description), travel and emergency information, etc.
10. Coordinate and facilitate adequate logistical and technical arrangements for the training program delivery. It includes video platforms for teaching activities (e.g., Zoom, MS Teams, Webex), translations (when required), interactive discussion workgroup platform (e.g., Miro or Mural online whiteboard), interactive tools for evaluation questionnaires (e.g., slido, voxvote, type form, class marker, etc.), guidelines for the visual identify, structure and script of the videos (for guest lectures and cases), among others.
11. Systematize the training program implementation experience, including lessons learned, main challenges encountered, bottlenecks, strategies used to overcome them, and recommendations for the program's scalability, sustainability, and replicability to broader audiences and other stakeholders in the LAC region.
12. Issue a survey to participants that gathers feedback on the training's outcome.
13. After the course implementation, organize and present a masterclass (duration of 2h) with the key messages of the course to a wider audience involving female participants of innovation agencies, government entities, industry associations, and investigation centers.
14. Record all live sessions, lectures, and masterclasses.

Deliverables and Payments Timeline:

<u>Deliverable #</u>	<u>Percentage</u>	<u>Planned Date to Submit</u>
Product 1: Work plan and the proposed methodological approach to accomplish the objectives of the consultancy with the timeline for activities. It should include the course handbook for students and faculty & the course playbook for the support team to be distributed prior to the start of the course.	40%	To be defined
Product 2: Final report including a systematization of the training program implementation and (at least) the following: <ul style="list-style-type: none"> - 2-pager summarizing the main takeaways (including data visualization). - Database of all training participants, including faculty, tutors, and guest speakers. - Survey documenting participants' feedback on the training and its results. Summarize the main takeaways. - Training Completion Certificates issued. - Recording of all live sessions, lectures, and masterclasses. 	60%	To be defined

-Training course pictures and images, per module		
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What you'll need

- **Education:** Degree in economics, business administration, industrial engineering, environmental engineering or similar is required.
- **Experience:** At least 10 years of demonstrated experience in executing successful talent development trainings or education and learning services for entrepreneurs (particularly Female entrepreneurs) internationally in the field of green innovation, science, and technology, industrial decarbonization, green transition, or a related field. Proven expertise and a demonstrated track record in training entrepreneurial talent. Experience, tools and learning mechanisms in place for designing and implementing tailored training programs for policy makers
- **Languages:** Proficiency in English and Spanish required.

Key skills:

- Learn continuously
- Collaborate and share knowledge
- Focus on clients
- Communicate and influence
- Innovate and try new things

Requirements:

- **Citizenship:** You are a citizen of one of our 48-member countries.
- **Consanguinity:** You have no family members (up to the fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB, IDB Invest, or IDB Lab.
- **COVID-19 considerations:** the health and safety of our employees are our number one priority. As a condition of employment, IDB/IDB Invest requires all new hires to be fully vaccinated against COVID-19.

Type of contract and duration:

- **Type of contract:** Products and External Services Consultant (PEC), Lump Sum
- **Length of contract:** 4 months

What we offer



HRD Terms of Reference

ANNEX A

The IDB group provides benefits that respond to the different needs and moments of an employee's life. These benefits include:

- A **competitive compensation** package.
- A flexible way of working. You will be evaluated by deliverable.

Our culture

At the IDB Group we work so everyone brings their best and authentic selves to work, willing to try new approaches without fear, and where they are accountable and rewarded for their actions.

Diversity, Equity, Inclusion and Belonging (DEIB) are at the center of our organization. We celebrate all dimensions of diversity and encourage women, LGBTQ+ people, persons with disabilities, Afro-descendants, and Indigenous people to apply.

We will ensure that individuals with disabilities are provided reasonable accommodation to participate in the job interview process. If you are a qualified candidate with a disability, please e-mail us at diversity@iadb.org to request reasonable accommodation to complete this application.

Our Human Resources Team reviews carefully every application.

About the IDB Group

The IDB Group, composed of the Inter-American Development Bank (IDB), IDB Invest, and the IDB Lab offers flexible financing solutions to its member countries to finance economic and social development through lending and grants to public and private entities in Latin America and the Caribbean.

About IDB

We work to improve lives in Latin America and the Caribbean. Through financial and technical support for countries working to reduce poverty and inequality, we help improve health and education and advance infrastructure. Our aim is to achieve development in a sustainable, climate-friendly way. With a history dating back to 1959, today we are the leading source of development financing for Latin America and the Caribbean. We provide loans, grants, and technical assistance; and we conduct extensive research. We maintain a strong commitment to achieving measurable results and the highest standards of integrity, transparency, and accountability.

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