

## JOB DESCRIPTION

Position Title	<b>Energy &amp; Climate Justice coordinator</b>  (fixed-term contract post – 12 months renewable contingent on funding)
Start date	As soon as possible

### PURPOSE

The purpose of this role is as follows:

- To coordinate effective climate and energy justice activities for SAFCEI.
- Coordinate the Nuclear Free SA campaign that asserts the nuclear build programme is inappropriate for South Africa's energy future especially in the context of climate change.
- To monitor government decision-making in terms of climate change and energy.
- To grow an understanding of energy, climate and the just energy transition, specifically false solution such as nuclear energy amongst faith-based communities and members of civil society;
- To actively support energy and climate justice and activism;
- To help build energy resilience in faith communities and
- To advocate for the implementation of an ethical, and socio-economic and ecologically just transition and sustainable future.

### OBJECTIVES OF THE ROLE

- Administrative and logistics tasks associated with energy and climate-related project activities.
- Monitoring policy both climate and energy policies, with a focus on the just energy transition & nuclear energy and translate this into accessible language and materials.
- Oversee coordination of research, campaigns and outreach, as well as attendance of relevant meetings / conferences / think tanks related to climate change and energy, the just energy transition and in particular nuclear.
- Build awareness and capacity of faith communities and 'champions' on energy and climate justice as it relates to their faith and action.
- Build climate justice related networks and represent SAFCEI in local, regional and global fora on climate and energy issues.
- Coordinate faith community and affected communities' learning and mobilising events to support other strategic activities on campaign activities including the anti-nuclear campaign.

## Essential work experience

- Experience running campaigns.
- Project coordination and report writing.
- In-depth knowledge of climate and energy issues.
- Policy and research experience on energy and climate issues.
- Presenting complex policy information- data and reports to affected communities.
- Community engagement through relationship building.
- Working with a wide range of stakeholders

## Personal attributes

- Committed and hardworking, with attention to detail.
- Excellent writing and organising skills, ability to work independently.
- Ability to problem solve and think strategically.
- Be a representative of SAFCEI and the values that we represent.
- Care for people, the environment and all beings.
- Driver's license.

## JOB CONTENT

Key Performance Areas	Activities / Objectives / Tasks	Key Performance Indicators (KPI)
Research	Research climate and energy developments, the just energy transition, and nuclear energy issues in particular. Compile and disseminate accurate & accessible climate and energy justice information for faith leaders	Accurate, factual, and relevant research, demonstrates understanding of energy and climate change policy at local levels primarily as well as national and international level.
	Produce briefings and commission research as required	Information produced is factual and accessible to the target audience (readable, clear, simple, impactful, and relevant).
Policy	Attend meetings (govt, NGO, SOEs) and other policy discussions on climate and energy including the energy portfolio committee with a focus on the just energy transition and nuclear energy developments	Dates of scheduled and ad hoc meetings are monitored, attended weekly in line with priorities, and listed in monthly activity report.
	Attending conferences and meetings.	meetings are prioritised, attended as scheduled, and included in monthly activities report
Campaigns	Developing campaign plans that are consistent with a just energy transition focus and the 'no nuclear' campaign strategy and objectives and making sure that these are clear and accessible	Campaign plans are defined with clear deliverables, realistic timelines, achievable objectives, reflect Safcei strategic plans, is approved internally, and made available and accessible to internal

		and external parties where necessary.
	Actively engage in external meetings and online fora on SAFCEI's behalf to build collaborative approaches.	External meetings are prioritised, attended as scheduled, and included in monthly activities report.
	Coordinate campaign plans, identifying activities and responsibilities and delivery	Relevant faith leaders/CBOS and days are identified and shared with the team, and events are organised within agreed plans, timelines, and budgets.
Project Coordination	Plan, facilitate and conduct workshops with faith communities on climate change and energy justice focussing on just energy transition and nuclear energy	Reports include monthly activities, achievements against objectives set, and are well-written and accessible to the target audience (readable, clear, simple, impactful, and relevant).
	Keep detailed project records, metrics, data and documentation for all events.	Records are complete, updated, well-organised, and easily accessible to others on request. Confidential records are secure and access controlled.
	Regular project report writing and a monitoring and evaluation plan for project implementation.	Progress is monitored against plans, and corrective action is suggested or taken timeously
	Monitor the project budget and undertake such administrative tasks as may be required for the effective functioning of the project.	Expenditure progress is monitored against plans, and corrective action is suggested or taken timeously
Networking	Coordinate among other actors and work inclusively on shared concerns	
	Build new (faith) networks in affected communities to expand the campaign	
	Identifying new partners and collaboration potential for the organisation as a whole	
Communications and Resources	Develop easy to read and digest resources for faith communities on energy and climate issues in particular the nuclear energy campaign	Resources are well-written and accessible to the target audience (readable, clear, simple, impactful, and relevant). Resources are shared with the internal team monthly, and at all faith community engagements.
	Support faith leader's to develop their voices to speak out on the campaign objectives	Report monthly on any activities or initiatives conducted to support faith leaders.

Representing SAFCEI	Understand SAFCEI's history, campaigns, and theory of change.	SAFCEI knowledge, message, and ethos are reflected in presentations and any other materials produced.
	Responding to partner requests for information and collaboration in trainings, presentations and other event.	Responses are timeous, accurate, and clear.