



SENIOR ANALYST (ENERGY SYSTEMS) – CLIMATEWORKS AUSTRALIA

DEPARTMENT/UNIT

ClimateWorks Australia / Monash Sustainable Development Institute

FACULTY/DIVISION

Office of the Provost and Senior Vice-President

CLASSIFICATION

HEW Level 7

DESIGNATED CAMPUS OR LOCATION

Melbourne CBD

ORGANISATIONAL CONTEXT

Monash is a university of transformation, progress and optimism. Our people are our most valued asset, with our academics among the best in the world and our professional staff revolutionising the way we operate as an organisation. For more information about our University and our exciting future, please visit www.monash.edu.

The **Provost and Senior Vice-President** is the Chief Academic Officer of the University and is responsible for: setting the University's academic strategy and priorities with a view to improving the education and research performance of the University; oversight of faculties, academic related portfolios and university wide centres and institutes; oversight of academic staffing including recruitment, development, reward and recognition, policies and procedures; strategic leadership for the delivery of academic programs; identifying and cultivating interdisciplinary areas of excellence and collaboration.

As a leading interdisciplinary research and education institute, Monash Sustainable Development Institute (MSDI) is advancing the wellbeing of people and planet, for current and future generations. Monash University has a wealth of sustainable development expertise across its ten faculties. MSDI engages across Monash to bring together applied and transdisciplinary researchers, practitioners and students to advance systems transformation for sustainable development; and provides a platform to create change through deep collaboration, working in close partnership with government, industry and communities to amplify our impact. MSDI is also host to the Sustainable Development Solutions Network (SDSN) Australia, New Zealand and Pacific Regional Centre. We offer forward-thinking study programs and courses that enable people and organisations to engage with and respond to some of the biggest environmental, economic and social issues facing our world today. For more information, please visit www.monash.edu/msdi.

ClimateWorks Australia is an expert, independent adviser, acting as a bridge between research and action to accelerate the transition to net zero emissions for Australia and Asia Pacific. It was co-founded in 2009 by The Myer Foundation and Monash University and works within the Monash Sustainable Development Institute. ClimateWorks Australia also benefits from strong relationships with an international network of affiliated organisations that support effective policies, financing and action for greenhouse gas emissions reductions.

Since launch, ClimateWorks has made significant progress. Our collaborative, end-to-end approach to solutions that will deliver greatest impact is informed by a thorough understanding of the constraints of governments and the practical needs of business. This, combined with philanthropic funding and university ties, has earned the organisation an outstanding reputation as a genuine and impartial adviser. In the pursuit of its mission, ClimateWorks looks for innovative opportunities to reduce emissions, building an evidence-base for action through a combination of robust research and analysis, clear and targeted engagement, and effective capacity strengthening. We support decision makers with tailored information and the tools they need, and work with key stakeholders to remove obstacles and help facilitate conditions that encourage and support the transition to a prosperous, net zero emissions future.

POSITION PURPOSE

The **Senior Analyst** will be responsible for developing research, analysis and providing insights for ClimateWorks' initiatives within the Energy System team, focused on catalysing emission reductions through energy efficiency, transport electrification, and shifting to clean energy in both Australia and Southeast Asian countries. They will generate reports and presentations based on their findings from surveys of literature and industry reports, and interview experts to gather information and insights relevant to the projects.

The Senior Analyst will work in close collaboration with all levels of stakeholders, including policy makers, industry stakeholders, think tanks, research institutes, to create and deliver outputs in accordance with agreed timeframes, design briefs and budgets. The Analyst will also work collaboratively across ClimateWorks' systems in sustainable finance, cities, industry, sustainable economy, and the International Country Context team, System Change & Capability team, and the Communications team to achieve targeted outcomes.

Reporting Line: The position reports to the Senior Project Manager under broad direction

Supervisory Responsibilities: Not applicable

Financial Delegation: Not applicable

Budgetary Responsibilities: Not applicable

KEY RESPONSIBILITIES

1. Collaborate with internal and external stakeholders to translate project insights into high quality content designed to make an impact on target audiences, through a variety of formats, including technical reports, data visualisations, concise position papers, ministerial briefings, and presentation slides for conferences
2. Develop and maintain a network of relevant stakeholders within the energy sector and foster internal collaboration to ensure the successful delivery of outcomes
3. Act as a subject matter expert to provide that knowledge to a variety of working groups both externally and internally, and support ClimateWorks to develop organisational knowledge and capability by actively supporting knowledge sharing initiatives and ensuring key project messages are delivered internally
4. Support decision making processes by actively participating in strategic discussions and impact monitoring, evaluation and learning in line with ClimateWorks strategy
5. Proactively identify risks relating to projects in order to inform senior management, and implement and/or oversee risk mitigation strategies
6. Develop frameworks and methodologies to assist in a range of research projects
7. Other duties as directed from time to time

KEY SELECTION CRITERIA

Education/Qualifications

1. The appointee will have:
 - A postgraduate qualification in engineering, sciences, economics, or a related field, or progress towards postgraduate qualifications and extensive relevant experience; or
 - extensive industry or research experience in energy or climate related sectors; or
 - an equivalent combination of relevant experience and/or education/training.

Knowledge and Skills

2. High level of analytical, conceptual, research and investigative skills including an ability to quickly assimilate new concepts and information and translate this work to develop impactful, targeted content to meet project requirements within a structured approach
3. Experience in developing specialised reports, correspondence, recommendations, presentations and advice on highly complex issues to influence a variety of audiences across government and industry, including non-technical and multilingual stakeholders, with an informative use of quantitative and qualitative data, visualisation skills, and excellent quality assurance skills
4. Knowledge of energy policy and energy markets including an understanding of the international context; and an understanding of the key climate change technologies and concepts
5. Experience in collaboration with key stakeholders and project partners to support the translation of outputs into clear and actionable recommendations for implementation (e.g. policy change, financing approaches, capacity strengthening etc)
6. Proactively manage relationships with key experts in knowledge areas and proactively seek opportunities for program growth, knowledge sharing and collaboration. Inform the project team of latest developments and key advancements/evolutions in area of expertise
7. Highly developed planning and organisational skills, with experience establishing priorities and setting and meeting deadlines

OTHER JOB RELATED INFORMATION

- Travel to other campuses of the University and overseas travel may be required
- The position may require after hours work to accommodate partner time zones
- There may be peak periods of work during which taking of leave may be restricted
- There may be a requirement to work additional hours from time to time

GOVERNANCE

Monash University expects staff to appropriately balance risk and reward in a manner that is sustainable to its long-term future, contribute to a culture of honesty and integrity, and provide an environment that is safe, secure and inclusive. Ensure you are aware of and adhere to University policies relevant to the duties undertaken and the values of the University. This is a standard which the University sees as the benchmark for all of its activities in Australia and internationally.