

## **Energy Access Donor Report Writer**

### **Shell Foundation (SF)**

SF is an independent UK registered charity established in 2000. The SF mission is to tackle and take to scale solutions to sustainable development challenges of relevance to the global energy industry, predominantly Access to Energy and Sustainable Mobility. SF adopts the following principles: to support business based approaches, to work with strategic partners willing to share risk, to strive to achieve financial viability and to harness value-adding Shell assets to deliver charitable returns. SF is a unique corporate foundation on the global stage, in its ability to use grant and non-grant funding to support enterprise-based solutions to key development challenges. SF acts like an investor, in taking a hands-on “more than money” approach, we achieve both social impact and the financial sustainability of our partners.

### **The role**

SF produces results-based, action-oriented research and reporting in order to inform actions to create stronger enterprises and markets. SF seeks experienced researchers, report writers or energy access professionals to assist it in this and reporting to government stakeholders and strategic co-investors.

SF delivers several programmes designed to support the growth of the Energy Access sector, and the organisations and enterprises that it is comprised of. These programmes are funded jointly between SF and other agencies such as DFID and USAID. To deliver these programmes effectively, SF undertakes monitoring and evaluation work for the individual grants made as well as for the overall programme. This is then presented in report format to the SF Senior Management Teams and to its co-funders. The reporting is designed to capture and report the effectiveness of the programme and the grants, also to suggest and communicate ways that the programme or its delivery could be improved. It also suggests the implications for the wider Energy Access sector.

The candidate will coordinate the collation of quantitative and qualitative inputs from within the SF team and present these in formats agreed proscribed by SF. The writer will be tasked with extracting key information from the SF team, presenting it succinctly and forming the narrative of the report, then working with SF to bring the report to final draft stage.

It is anticipated that the work will take the successful candidate up to 30 days a year, and will be delivered in January, April, August, October of each year.

Preference will be shown to those who can demonstrate the relevant experience and competencies but also who are committed to freelance working and may be available (by mutual agreement) until September 2021.

### **Experience required**

- Track record of writing reports for public sector or governmental funders.

- Experience of working with the private sector, including early stage enterprises in emerging markets.
- Ability to analyse quantitative and qualitative inputs and form conclusions.
- Ability to write incisive analysis and commentary accurately and to agreed deadlines.
- Ability to coordinate, and liaise across the Shell Foundation team by phone, email and in person.
- Experience of writing about low-income consumers in emerging markets and/or social investment sector.
- Excellent written English. (essential)

**Place of Work**

The role can be most effectively performed by a combination of working within the London office and remotely. The appointee may be asked to attend meetings with SF and its funders in their London offices.

**Reporting**

The appointee will report to the Shell Foundation Business Manager

**To apply**

Please email your CV and a covering letter detailing relevant experience to:  
[gareth.zahir-bill@shell.com](mailto:gareth.zahir-bill@shell.com)