

Power to the People
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Power to the People

Power to the People is a 501c3 non-profit organization founded in 2008 that brings off-grid solar (photovoltaic) systems to schools and health clinics in Nicaragua. We work with volunteers from the US and Canada who travel to Nicaragua to help install the PV systems alongside community volunteers as part of our "Voluntourism" program. We are based in Berkeley, California but all of our projects are in Nicaragua. Please check out our website for more information www.powertothepeople.org.

Job Opening: Field Project Coordinator, Nicaragua

The Field Project Coordinator position will be based in Nicaragua and will report to the Executive Director of Power to the People. This is a 12-month contract position with possibility of renewal.

Position Scope

The Field Project Coordinator (FPC) is tasked with the oversight, coordination, evolution, and supervision of Power to the People's (P2TP) solar installations in Nicaragua and P2TP's Solar Lighting Program including assisting with the planning, implementation and evaluation of solar installations on community buildings in Nicaragua.

The FPC will be in charge of planning, implementation and evaluation of Power to the People's core projects of installing off-grid photovoltaic (PV) installations on community buildings in rural Nicaragua. The FPC will coordinate with the local solar company, the beneficiary communities and other vendors in order to prepare the 8-day long trip for North American volunteers. The FPC will attend all of Power to the People's 8-day trips and will act as the trip leader, often co-leading the trip with a local contractor. The FPC will be an example for the North American travelers and for the community members, helping to encourage cross cultural understanding and learning. Knowledge of photovoltaic systems is not necessary, but a desire to learn is preferable. After a project is complete, the FPC will help make photos of the project available, will write a project report about the trip, will help coordinate with the local solar company about final invoices and payment and will help identify areas that can be improved for future project. This position may require the management of project funds and funds for office expenditures.

The FPC will be in regular contact with the Executive Director of Power to the People, located in Berkeley, CA, and may be in regular contact with other Power to the People volunteers and staff. The FPC is expected to submit monthly project and financial reports as well as site visit reports with detailed information about the site visit every time a visit to a community is made. On occasion, the FPC may meet with other NGOs to assess potential partnerships.

In addition to managing the planning, implementation and evaluation of P2TP's solar projects, the FPC will be leading a new initiative called our Solar Lighting Program. The Solar Lighting Program aims to empower women in rural communities by having them offer solar lighting solutions (solar lamps) to rural households at cost. This new initiative requires that the FPC coordinate with the Berkeley P2TP volunteers to develop training materials for communities about the benefits of solar lighting and about how to sell solar lighting devices.

The FPC will travel to remote communities in Nicaragua every month, by truck or bus, to conduct trainings and will work one on one with the Solar Sales Women (SSW) in the communities where Power to the People currently works. The position requires regular collaboration and communication with the Community Energy Committees to select the SSW and to solve any problems that may arise. The FPC will provide technical and logistical support to SSW, develop and update training manuals, and assess, evaluate and direct the evolution of the program. The FPC is expected to be a key contributor to the development and growth of the Solar Lighting Program and will be the solar lighting product expert for P2TP.

Key Responsibilities

Solar Lighting Program -- 50%

- Work with Community Energy Committees to create a fair and effective process for identifying and selecting SSW in the communities
- Make the final selection of the SSW in each community and work with them individually to train them on the different products and how to sell them
- Create an agreement for the SSW to sign in order to begin selling the solar lights
- Develop training manuals for the proper usage and care of solar lighting equipment and training materials teaching the SSW how to sell the lights
- Conduct frequent site visits to participating communities, once a month to each community
- Demonstrate/instruct proper usage, care and benefits of solar lights
- Hold workshops to train the SSW on how to sell the lights, with data and sales techniques
- Track the sales progress of the SSW and communicate with each person regularly to ensure they have enough lights to sell
- Coordinate with the local solar company to purchase enough solar lights for the program so end customers are never left waiting for a light once they place an order
- Collect data on implementation, execution, sales, and social impact of the solar lights and include in monthly report
- Interact with suppliers and manage the logistics of the program
- Collaborate with PT2P staff and volunteers in directing the evolution of the program
- Support initial and regular assessments of the program, identify areas of improvement and propose corrective actions
- Manage the stock of products and payments and interact with the SSW on regular basis
- Create a fair a realistic system to help the SSW manage the funds from their sales, including their payments to Power to the People for the lights and their personal earnings when helpful
- Ensure that spending is always in-line with the approved budgets
- Coordinate with Executive Director for project and travel cost reimbursement when applicable

Solar Installations on Schools and Health Clinics, Solar Conferences, Site Visits - 50%

- Coordination and planning of Voluntourism trips logistics
- Leader, or co-leader of Voluntourism trips
- Evaluation and reporting after a solar project trip
- Regular communication with community members about their PV systems
- Planning, preparation and facilitation of annual solar energy conference
- Pre- and post-install site visits

Other duties as assigned by Executive Director to ensure our solar projects are effective, sustainable, and impactful

REQUIRED Qualifications

- MUST speak and write Spanish and English fluently
- MUST have experience working with rural communities in Central America
- MUST be excited about traveling to rural communities and interacting with local people
- MUST be Ok with working independently and reporting to remote office in Berkeley, CA. The FPC is the only paid position for P2TP in Nicaragua.
- Commitment to poverty alleviation and rural infrastructure development through renewable energy
- Commitment to women's empowerment and building local social networks
- Ability to drive, travel to and stay overnight in very rural areas. Must have valid driver's license.
- Strong communication and writing skills
- Solid knowledge of basic computer programs including email, Word, Excel, PowerPoint, Google and Skype
- Positive attitude to solve problems and work independently
- Ability to report and manage adequately the program finances including collecting the SSW payments, paying invoices to suppliers and vendors and reporting to P2TP in Berkeley, CA
- Familiarity with writing reports in Excel and Word
- Demonstrated experience with project assessment, implementation, and evaluation

Benefits

- This is a one-year contract employment position with the possibility of renewal. The dates of the

position will be from April 15, 2012 to April 15, 2013.

- The position will be located in Nicaragua. The location of the office may be in Granada or Managua – this is negotiable.

Salary range: \$700/month (plus per diem when traveling to communities), one plane ticket to/from Nicaragua, and a \$200 move-in allowance.

- Two weeks of paid vacation annually plus observance of major Nicaraguan holidays

This is a very exciting opportunity to be a part of a grassroots organization run by passionate people who care deeply about poverty alleviation and renewable energy. You will work independently and be able to make a significant impact on the lives of rural people living without electricity around Nicaragua.

How to apply

- Send a cover letter and resume to info@powertothepeople.org stating the reasons why the applicant is qualified for this position and would like to be part of Power to the People.