

Notice of Vacancy
2/2022
Appendix 4

**KEY RESPONSIBILITIES TO THE CANDIDATE FOR THE
POSITION OF STRATEGIC PLANNING / POLICY
DEVELOPMENT SPECIALIST A**

POSITION TITLE:	Strategic Planning / Policy development Specialist A
REPORTS TO:	Strategy & Policy development Department Head
SUPERVISES:	Non
WORKS CLOSELY WITH:	Strategy & Policy development Unit Co-workers and EMGF Staff

JOB PURPOSE

Leads, manages, and directs the strategic planning of EMGF including reviewing and updating its strategy, proposing new policy & legal/regulatory frameworks, as well as initiating new projects and initiatives to be implemented by EMGF.

KEY RESPONSIBILITIES

Supports the Strategy Dept. Senior to:

1. Develops EMGF's Annual Action Plan at the start of every year with the coordination of the rest of the department and the PMO collaborating with different stakeholders.
2. Develops the Advocacy Plan for EMGF by analyzing data on market gaps & potential incentives and coming up with recommendations.
3. Support the PMO in managing and ensuring the implementation of the EMGF strategy.
4. Coordinate with other departments to take inputs on respective portfolios and develop a comprehensive business planning document for strategy department head review.
5. Maintain documented strategic plan /policy development.
6. Remain up to date on international market changes and assist the Market Analysis team in formulating views on the market and developing reports .
7. Identify set of synergies between member countries for ongoing recommendations.
8. Complete strategic assessment of current state of infrastructure & assess the future transportation capacity needs.
9. Assist the Market Analysis team in preparing forecasts of gas supply and demand.
10. Complete competitive analysis of alternative sources.
11. Identify target markets for Eastern Mediterranean natural gas.
12. Assess current carbon footprint & develop policy recommendation.
13. Coordinating the ongoing activities with working groups such as GIAC and RAAC.
14. Drafts the EMGF Annual Report (highlighting EMGF's progress and providing high-level market analysis) along with the other Strategy & Policy Development functions to be published at the end of every year.
15. Leads the "Long-term Strategy Review" process every 4 years, recommending strategy updates with the support of the rest of the department and in coordination with the PMO.
16. Performs other related duties, as assigned by the Strategy & Policy development Department Head.