



Clean Technology Hub  
energy innovation centre

## Deputy Director of Programmes

### The Company

Clean Tech Hub is a pioneering hybrid hub for the research, development, demonstration and incubation of clean energy technologies in Africa, and their validation for commercial stage development. It is an early start-up incubator for inventions and innovations in clean energy, a consultancy for sustainability and energy efficiency solutions for organizations, and a driver of clean energy investment into Africa. Clean Tech Hub is focused on addressing Africa's energy poverty, increasing energy access through clean, renewable energy and sustainability.

### Position Summary

Clean Tech Hub is seeking to recruit a results-driven **Deputy Director of Programmes** who will play a pivotal role in supporting the strategic direction and operational effectiveness of our programmatic initiatives. This position involves overseeing project implementation, managing cross-functional teams, and ensuring alignment with organizational goals. The ideal candidate will have a strong background in clean energy, project management, and team leadership.

### Responsibilities

- Support Director Program on providing core oversight over programmatic activities at Clean Technology Hub.
- Initiate and develop core departmental programs geared at executing our mission around Energy Access, Climate Action and Sustainable Entrepreneurship.
- Set and breakdown goals into manageable actions for the CTH programs team and provide strategic direction for its implementation.
- Create, Conceive and execute the programs from start to completion including managing deadlines, milestones, reporting and other processes.
- Devise evaluation strategies to monitor performance and determine the need for improvements.
- Discover ways to enhance efficiency of programs and procedures
- Apply change, risk and resource management principles when needed
- Develop a clear growth strategy and targets for partnership and fundraising at CTH.
- Carry out research and evaluation plans for new growth opportunities.

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- Analyze current industry trends to identify business opportunities that would generate revenue resources and profitability.
- Maintaining and developing new projects, programs, and initiatives for the organization.
- Proposal development, build detailed brief and pitch ideas to multiple stakeholders.
- Assist in fundraising ventures, stakeholder engagements and building partnerships.

### Essential knowledge and Requirements

- Must be committed and passionate about CTH's goal, objectives and mission.
- At least 5+years proven experience as program director or other managerial position
- Thorough understanding of project/program management techniques and methods
- Highly knowledgeable in current trends as it relates to energy access and environmental and climate action.
- A strategic mind that is focused on execution.
- Strong networking and negotiation skills.
- Experience in building partnerships with local and international development donors.
- Extensive leadership experience and proven track record of people skill and motivating team members.
- Demonstrable ability to work creatively and analytically in a problem-solving environment.
- Ability to multitask, set priorities and manage time effectively.
- An excellent communicator – both written and oral, a critical thinker with an analytical approach to information – and able to present and pitch to multiple stakeholders.
- High level of proficiency, in MS Office and experience of working with information management systems/ databases.

### Who you are

- A self- starter who is able to learn, work independently and passionately.
- You seek to take on new types of work, even without supervision.
- You show willingness to work, travel, and do what it takes to get the job done.
- You are comfortable with ambiguity and an ability to operate effectively in a changing context.
- You are able to react with appropriate levels of urgency to situations and events that require quick response.
- You can build strong relationships with clients and colleagues in a high paced environment.

- You have a healthy dose of curiosity, innovation in delivery and timely delivery in tasks.
- You must speak and write well and have a reasonably good command of English language usage and structure.

Join us at the forefront of sustainable development. As the Deputy Head of Programs, you will be involved in overseeing project implementation, managing cross-functional teams, and ensuring all shape the future of global energy ecosystems.

Interested Candidates should apply [here](#).