

## **Terms of Reference: Review of NGO Governance Structures to Support Funding Options**

**We are looking for a short-term consultant.** If you like **working with a dynamic team** and **have experience** in non-profit legal issues, **then this could be the consulting job for you!**

### **About REN21**

REN21 is the only global renewable energy community of actors from science, governments, NGOs and industry. We provide up-to-date and peer-reviewed facts, figures and analysis of global developments in technology, policies and markets. Our goal: enable decision-makers to make the shift to renewable energy happen – now. Visit [www.ren21.net](http://www.ren21.net).

### **Position Description**

REN21 is looking for a **Consultant with experience in non-profit governance issues** to carry out a review of funding options and prepare recommendations for how REN21 can legally modify its Statutes and By-laws to expand its funding base.

### **Background**

REN21 is a German-registered NGO that operates under the German structure of "Tax-Exempt Objectives" of the Regulation of Taxation (Abgabenordnung AO). It does not charge a membership fee. The REN21 Secretariat is based in France and adheres to French labour law.

REN21's funding comes from governments, foundations, inter-governmental organisations and the private sector. Much of this is project-based; but to successfully fulfil its mission, REN21 needs to build up its core funding. REN21's current governance structure, however, impedes some governments in being able to provide this core funding.

To increase its core funding, REN21 needs to understand:

- how other organisations—like REN21 in structure—secure core funding from governments
- the legal options open to an organisation like REN21 to increase its flexibility in receiving funding from governments and other sources

### **Main Responsibilities**

The consultant will:

1. Review and document relevant funding models/structures, e.g. voluntary contributions, membership fees etc., and any accompanying legal requirements
2. Document how governments support core activities of other similarly structured organisations
3. Carry out a benchmarking exercise to compare REN21's current financial structure with possible options

4. Prepare draft recommendations for consultation by REN21 Bureau
5. Finalise recommendations and outline process for modifying REN21's funding structure, based on feedback received

The consultant will work closely with the Executive Director and the Lead for Membership and Institutional Partnerships.

**Profile Required**

- Advanced university degree(s) in a relevant discipline, such as law, non-profit management, or similar
- An understanding of legal requirements of German non-profits
- Proven experience in legal issues, analysis and research as relates to international non-profits
- Ability to work in a fast-paced, international environment and dynamic team
- Creativity, solid analytical approach, autonomy
- Excellent written and spoken English and proven experience drafting reports in English; other languages are an asset

The position is a short-term consultancy (Sept–Dec 2021). The consultant is expected to provide her/his computer and phone. There is a possibility to work remotely. The working language at REN21 is English.

To apply, please send a CV and a cover letter outlining your suitability and interest in the position to [secretariat@ren21.net](mailto:secretariat@ren21.net). **Deadline for submissions is 25 July 2021, 11:59 CEST.** Please include **“REN21 Governance Consultancy”** in the e-mail header. Please note that only short-listed candidates will be contacted.