

Associate, Indonesia Program

About the Organization

[CLASP](#) serves at the epicenter of collaborative, ambitious efforts to mitigate climate change and in the global movement for clean energy access, through appliance efficiency. Our mission is to improve the energy and environmental performance of the appliances & equipment we use every day, accelerating our transition to a more sustainable world. We work hand-in-hand with governments, experts, industry, consumers, donor organizations and others to propel policies and markets toward the highest-quality, lowest resource-intensive appliances possible.

CLASP has worked in more than 100 countries since our inception in 1999. CLASP is headquartered in Washington, DC, with teams in Europe, Kenya, India, China, and Indonesia. We are mission-driven and committed to a culture of diversity, transparency, collaboration, and impactful work. See our [Team Page](#) to learn more about us.

CLASP's Climate Team

CLASP's Climate program supports ambitious efforts to mitigate climate change through appliance and equipment energy efficiency. We work in partnership with policymakers and other key stakeholders in dozens of countries—from Brazil to Indonesia, the EU to China—with support from a diverse group of funders.

Our program supports ambitious efforts to mitigate climate change through energy efficiency. We work in partnership with policymakers and other key stakeholders in over 100 countries—from Brazil to Indonesia, and India to China, with support from a diverse group of funders.

Our team provides world-class technical and policy advisory services to support the development and implementation of ambitious and cost-effective product efficiency policies in countries and regions around the world. We work hand-in-hand with governments, product manufacturers and retailers, consumer organizations, academic institutions, and other key stakeholders to propel markets toward high quality, less resource-intensive products. We accelerate the development of energy efficient product markets through minimum energy performance standards, informative product labeling, and identification and promotion of the most efficient appliances, both on and off the grid.

Our program has been supporting the advancement of energy efficient appliances, lighting, and equipment in Indonesia over the past two years. During this time we have conducted a residential survey, market and technology studies for four common household appliances, and two lab trainings. For example, see [here](#). As our program continues to grow, we are expanding our team to ensure we can assist Indonesian partners to meet their climate goals and deliver ambitious energy and carbon emission reductions.

Summary of Role

We are seeking a highly motivated and collaborative individual to join our Indonesia Program team. In this role, you will help us plan and execute our portfolio of energy efficiency programs and projects in Indonesia.

The Associate will work collaboratively with the rest of the Indonesia Program Team, as well as

our team members in Europe, Africa, and Asia, conducting research, analysis, and other tasks to ensure the creation of quality outputs such as reports, memos, and presentations that support the advancement of our portfolio of energy efficiency projects in Indonesia and ASEAN. The Associate will report to the Indonesia Program Lead.

Your responsibilities will include:

- **Executing critical program implementation tasks:** Conduct a variety of tasks in support of program implementation, including research, analysis, report and memo writing, and delivering presentations:
 - Conduct research tasks, such as reviewing existing energy efficiency policies or collecting data on the status of markets for energy-consuming products
 - Conduct policy and data analysis, such as comparing policies with international best practices and determining the average efficiency of products in the Indonesian market
 - Create quality project deliverables by writing thorough market assessment reports, crafting concise policy memos, and preparing presentations on research findings
 - Support the Indonesia Program Lead in ensuring compliance with the legal requirements for international NGOs
 - Help translate program materials as required

- **Engage and collaborate with team members and partners in Indonesia and around the world:** Maintain communication with relevant partners, researchers, and stakeholders to understand existing energy efficiency initiatives and challenges.
 - Support the successful execution of workshops to share and discuss research findings and options for advancing energy efficiency policy and programs
 - Assist the Indonesia Program Lead in building and coordinating support among key constituents, including industry leaders, industry associations, research institutions, government agencies, and donor organizations for energy efficiency policy development and implementation

Key qualifications

- Bachelor's degree in economics, energy, environmental science, engineering, public policy, or international relations.
- Experience in energy efficiency, clean energy, engineering, or public policy. Technical and/or policy background and work experience preferred.
- Excellent written and oral communication skills in both Bahasa Indonesia and English required.
- Proactive, resourceful, and strategic approach to learning and problem-solving.
- Ability to work across government agencies, private companies, and other stakeholders to support achievement of program objectives.
- Strong analytical skills and the ability to translate analysis into policy recommendations.
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- Collaborator and team player with well-honed listening and interpersonal skills.
- Self-starter who can operate independently and “manage up”.
- Strong time management and organizational skills, able to manage multiple tasks and projects.

- Ability to maintain composure, flexibility, and a sense of humor under tight deadlines.
- Mission-driven and passionate about making a difference.

Compensation and Location

CLASP provides its team members with a highly competitive salary that is benchmarked annually with other non-profit organizations.

This position is currently remote, but as soon as conditions permit will be based in Jakarta, Indonesia. Working with colleagues across global time zones should be expected. Occasional domestic and international travel may be required. Compensation will range between \$25,000—35,000 based on the candidate's level of experience.

To Apply

To be considered for a position, interested candidates should submit a resume and cover letter, at the following link <https://clasp.ent.box.com/f/0b32b8059a9e450ebb2b05336ed81fac> indicating your desired position and salary requirements. This position will remain open until filled.

The organization is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. Our goal is to be a diverse workforce that is representative, at all job levels, of the citizens we serve. Each person is evaluated based on personal skill and merit.