

## Analyst, Business Development & Transactions

### Position Description

<b>Classification:</b>	Consultancy Contract
<b>Branch/Group:</b>	Officer of the Chief Financial Officer (CFO)
<b>Location:</b>	Sydney
<b>Reports to:</b>	Chief Financial Officer (CFO)
<b>Clearance Required:</b>	Police Check



# ABOUT ARENA

The Australian Renewable Energy Agency (ARENA) is a Corporate Commonwealth entity. ARENA's main objective is to improve the competitiveness of renewable energy technologies and increase the supply of renewable energy in Australia. ARENA was established on 1 July 2012 under the Australian Renewable Energy Agency Act 2011 (the ARENA Act). ARENA has received significant additional funding over the past 3 budget cycles and is trusted by the Government to deliver many of its most impactful emissions reduction programs. ARENA supports the Government's emissions reduction goals of 43% reduction in net emissions by 2030 and net zero by 2050, through its focus

on technology innovation and commercialisation to the benefit of Australia.

ARENA complements other funding bodies and provides financial assistance to renewable energy, energy efficiency and electrification technologies for research, development, demonstration and deployment projects. The provision of knowledge sharing forms an important part of ARENA's functions.

ARENA operates under its own Act of Parliament, and the ARENA Board and CEO are responsible to the Minister for Climate Change and Energy, the Hon. Chris Bowen MP.

# ABOUT THE TEAM

Based in Sydney, the Business Development & Transactions team design, implement and maintain funding programs and initiatives, along with screening and soliciting funding proposals. They are also responsible for:

- Coordinating external due diligence
- Preparation of funding approvals
- Negotiation of funding agreements in collaboration with Project Solutions
- Management of the ARENA Advisory Panel
- Management of A-Lab
- Supporting renewable energy startup community

ARENA is an agency of approximately 125 staff across multiple locations (Canberra, Sydney and Melbourne).



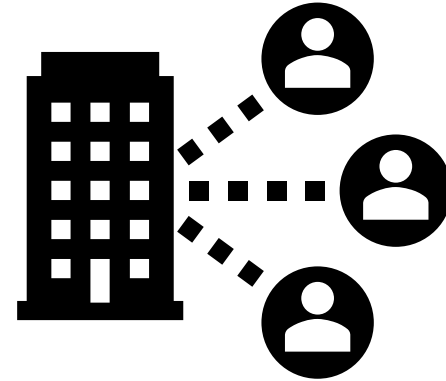
# ABOUT THE POSITION

The Analyst plays an integral role in helping ARENA achieve its strategic objective of reducing Australia's global emissions through technology innovation.

The Analyst will quantify and evaluate the risks and benefits of funding applications across ARENA's investment priorities, assessing financial, technical, operational and risk considerations.

The Analyst will perform detailed financial and quantitative modelling and analysis of and related to screening and approval processes for prospective funding and will include contributing to

recommendations and papers, preparing and managing internal processes, client engagement and reporting.



# KEY SKILLS, EXPERIENCE AND QUALIFICATIONS

- Be team oriented and embody and be representative of ARENA's values and mission
- Develop an understanding of prospective recipient's requirements and provide advice and assistance regarding interpreting ARENA requirements and developing quality applications
- Identify relevant drivers of potential financial or operational issues
- Conduct an initial assessment of applications against ARENA's selection criteria to determine eligibility
- Conduct financial modelling and evaluations in line with ARENA's established methodology, including cash flow estimates, amortisation schedules and sensitivity analysis
- Undertake due diligence to analyse and assess opportunities in terms of financial requirements, risks, renewable technology advancements, commercialisation and knowledge sharing through collaboration with other areas of ARENA and external technical and probity experts
- Propose how best to structure funding transactions to reflect the requirements and best meet the needs of both ARENA and the applicant

---

# KEY SKILLS, EXPERIENCE AND QUALIFICATIONS

- Maintain existing financial models used by the team
- Contribute to written analysis reporting, grant documentation and due diligence reports
- Contribute to presentations and project documents including undertaking industry research and collating existing internal data
- Work closely with internal teams to negotiate and finalise contractual documentation
- Manage concurrent funding projects across a broad range of renewable technologies and at various stages of development
- Attain and retain a good knowledge of ARENA's portfolio of projects as well the regulatory, policy and business contexts
- Undertakes market research to stay informed and abreast of current and emerging issues

# ARENA VALUES

At ARENA, we uphold the values of the Australian Public Service and we strive for an approach that is:



## 1. Impact-driven

We make a significant positive impact on Australia's energy sector, economy, environment and society. We take a bold, innovative approach to give us the best chance of achieving our goals.



## 2. Stakeholder-focused

We deliver excellent service. Our approach is marked by responsiveness, clarity and flexibility.



## 3. Collaborative

We collaborate across teams and with our partners to achieve our goals.



## 4. Accountable

We are accountable to each other and, in following our processes, to the Minister, the Parliament and the Australian public. We work transparently to ensure public funds are spent in a responsible and efficient manner.



## 5. Respectful of people

We support and respect each other. We cultivate a diverse team to access the best talent, broaden our thinking and foster a culture of innovation.

# Senior Leadership Team



**Darren Miller**  
Chief Executive Officer



**Ian Kay**  
Chief Financial Officer



**Chris Faris**  
Chief Operating Officer



**Rachele Williams**  
General Manager Project Delivery



**Dhruv Vishrani**  
General Manager Strategy



**Anna Whitelaw**  
General Manager Corporate Affairs



**Stephanie Purcell**  
People & Culture Director



# BOARD MEMBERS



**Justin Punch**  
Chair / Non-executive member



**Anna Matysek**  
Non-executive member



**John Hirjee**  
Non-executive member



**Elizabeth O'Leary**  
Non-executive member



**Stephen McIntosh**  
Non-executive member



**Stephanie Unwin**  
Non-executive member



**Jo Evans**  
Ex-officio member

# OUR STRATEGIC PRIORITIES



**OPTIMISE THE  
TRANSITION TO  
RENEWABLE  
ELECTRICITY**



**COMMERCIALISE  
CLEAN  
HYDROGEN**



**SUPPORT THE  
TRANSITION TO  
LOW EMISSIONS  
METALS**



**DECARBONISING  
LAND  
TRANSPORT**

# AUSTRALIAN RENEWABLE ENERGY AGENCY

KEY STATISTICS 2012 - 2022



Australian Government  
Australian Renewable  
Energy Agency

# ARENA

INVESTED

## \$2.04B



PROJECTS

## 653



VALUE

## \$9.06B



INVESTMENT LEVERAGE

## \$1:\$3.43



## PROJECTS BY TECHNOLOGY

BIOENERGY



### \$131M

GEOTHERMAL



### \$42M

GRID INTEGRATION



### \$362M

HYBRID



### \$112M

HYDROGEN



### \$170M

OCEAN



### \$44M

SOLAR PV



### \$773M

SOLAR THERMAL



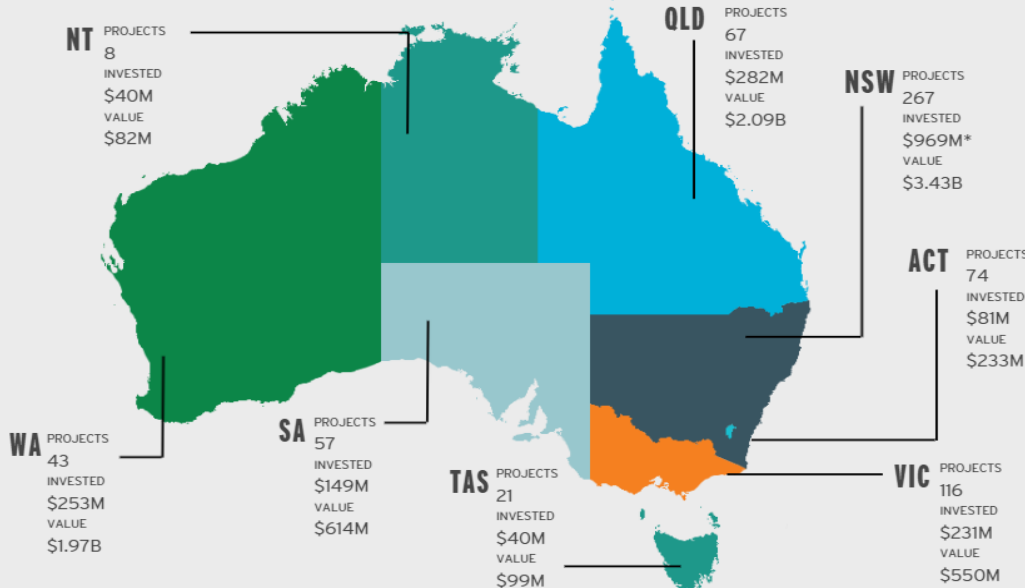
### \$177M

STORAGE - BATTERIES/PHES



### \$232M

## INVESTMENT BY STATE



## INVESTMENT LEVERAGE ALONG THE INNOVATION CHAIN

STUDY

### \$1:\$1.65



R&D

### \$1:\$1.75



DEMONSTRATION

### \$1:\$1.85



DEPLOYMENT

### \$1:\$6.17



\* Includes \$567 million contributed to projects inherited by ARENA in 2012

# LEARN MORE ABOUT ARENA PROJECTS ONLINE

- Our website has a wealth of information about technologies and projects we fund. Visit [arena.gov.au](https://arena.gov.au)
- ARENAWIRE is our virtual newsroom with news and analysis about our funded projects, as well as videos and other content. Subscribe at [arena.gov.au/blog](https://arena.gov.au/blog)
- Our Knowledge Bank is an open-source library of reports, studies and tools. Subscribe to our industry newsletter, Insights, [arena.gov.au/knowledge-bank](https://arena.gov.au/knowledge-bank)
- Our podcast looks at the pieces of Australia's energy puzzle and how they might come together in a future powered by renewables. Subscribe wherever you get your podcasts.



---

# HOW TO APPLY


We encourage applications from diverse backgrounds and experiences. We strongly believe that diversity of experience, perspectives, and background will lead to a better environment for our workers and better outcomes for Australia.

If you think this role is the right fit for you, we encourage you to apply by submitting your resume and cover letter (no more than 1 page) to [recruitment@arena.gov.au](mailto:recruitment@arena.gov.au)

If you require any reasonable adjustments throughout the recruitment process, please let us know.

At ARENA, we are committed to employing individuals who align with the ARENA Values and meet the requirements of the role. As part of the recruitment process, there are a number of checks which may be conducted to demonstrate applicants' suitability for a role including police / criminal background checks, due diligence checks, right to work checks, and/or reference checks.





**ARENA acknowledges the traditional custodians of Country across Australia and their continuing connection to land, sea and community. We pay our respects to elders past and present.**



Australian Government  
Australian Renewable  
Energy Agency

**ARENA**