



Issued on: 19 JUNE 2017

Deadline For Application: 29 JUNE 2017

JOB TITLE: MONITORING AND EVALUATION CONSULTANT - SERVICE CONTRACT (SB3)

TYPE OF CONTRACT: Consultant

ORGANIZATIONAL UNIT: FNEGY

DUTY STATION: Cairo / Egypt

DURATION: 7 Months (renewable)

FAO seeks gender, geographical and linguistic diversity in its staff and international consultants in order to best serve FAO Members in all regions.

Qualified female applicants and qualified nationals of non-and under-represented member countries are encouraged to apply.

Persons with disabilities are equally encouraged to apply.

All applications will be treated with the strictest confidence.

Organizational Setting

The post is based in the FAO Representation in Egypt located in Cairo.

Reporting Lines

Under the direct supervision of FAO Representative in Egypt and in coordination with the FAO technical officers of FAO-Egypt projects, national managers (NPM) and coordinators (NPC) of projects, as well as the counterparts/beneficiaries field staff

Technical Focus

Monitoring & Evaluation, result based management.

Tasks and responsibilities

The consultant will undertake the following duties:

- Prepare an M&E action plan implement the M&E action plan for the response programme and report on progress towards achieving the project outputs and project results in accordance with approved projects by donors.
- develop monitoring and impact indicators, based on the projects/programmes for the project success; ensuring that indicators are gender sensitive (disaggregated by age and sex);
- 'Revising the projects objectives hierarchy and logfarme matrix (activities, inputs, outputs, outcomes, impact and indicators).
- Coordinate with the NPM and NPC preparing baseline studies/surveys where necessary.
- Collecting, compiling and analyzing reports prepared by implementing partners, consultants and preparing M&E reports to NPM for the preparation of the consolidated progress reports
- Assess progress made towards achievement of results at the outcome and output levels of each project, and timely report to NPM any delay with recommendations on corrective measures;
- Determine if the results contribute to the FAO overall goals (strategic objectives)
- Identify lessons learned and provide recommendations for future consideration
- Support FAO-Egypt in M & E tasks of UNCT/UNDAF/ UNPDF
- Support external evaluation missions
- Together with project managers, conduct field visits to assess progress of work and report accordingly.
- Responsible for corporate reporting of all FAO Egypt program including mid- term and final reporting.
- maintain and update information systems, databases and web pages;
- Prepare an end of assignment report;
- Perform other duties as required.

Key performance indicators

Expected Outputs:

- 1- LFM for new projects prepared and updated;
- 2- Two reports on work achieved submitted;
- 3- M&E progress reports for each project prepared;
- 4- Impact assessment reports prepared;
- 5- Projects M&E's frameworks prepared.

Required Completion Date:

1. 30 days from recruitment, thereafter after 3 months
2. 31 December 2017
3. Monthly
4. When needed
5. During formulation

CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

Minimum Requirements

- Advanced university degree in monitoring & evaluation in food security, nutrition, rural development, sustainable agriculture (including livestock) or related fields;
- Seven years of relevant experience in monitoring & evaluation in food security, nutrition, rural development, or sustainable agriculture;
- At least four years of proven experience with:
 - The logical framework approach and other strategic planning approaches;
 - M&E methods and approaches (including quantitative, qualitative and participatory);
 - Planning and implementation of M&E systems;
 - Training in M&E development and implementation;
 - Information analysis and report writing

FAO Core Competencies

- Results focus
- Teamwork
- Communication
- Building effective relationship
- Knowledge sharing and continuous Improvement

Technical/Functional Skills

- Working experience in more than one location or area of work;
- Relevance and extent of experience in monitoring & evaluation and data & information result based management;
- Relevance and extent of experience in working with governmental bodies and multi-disciplinary teams.
- demonstrated ability to analyze problems, make appropriate recommendations, effective decisions,
- Strong foundation in programme planning, implementation, management and evaluation.
- He/she will have good communication skills in English (written and spoken), and fluency in Arabic (written and spoken).

Selection Criteria

Based on above minimum requirements, competencies and skills.

Please note that all candidates should adhere to *FAO Values of Commitment to FAO, Respect for All and Integrity and Transparency*.

ADDITIONAL INFORMATION

- All candidates should possess computer/word processing skills.
- All applications will be reviewed and qualified applicants will be contacted for interviews.
- FAO does not charge a fee at any stage of the recruitment process (application, interview meeting, processing).
- Incomplete applications will not be considered. If you need help, or have queries, please contact: iRecruitment@fao.org
- Applications received after the closing date will not be accepted.
- Only language proficiency certificates from UN accredited external providers and/or FAO language official examinations (LPE, ILE, LRT) will be accepted as proof of the level of knowledge of languages indicated in the online applications.
- For other issues, visit the FAO employment website: <http://www.fao.org/employment/home/en/>

HOW TO APPLY

To apply, visit the iRecruitment website at <http://www.fao.org/employment/irecruitment-access/en/> and complete your online profile. Only applications received through iRecruitment will be considered.

Candidates are requested to attach a letter of motivation to the online profile.

Vacancies will be removed from iRecruitment at 23:59 Central European Time (CET) on the deadline for applications date. We encourage applicants to submit the application well before the deadline date.

If you need help, or have queries, please contact: iRecruitment@fao.org

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