



Issued on: 5 October 2017

Deadline For Application: 19 October 2017

JOB TITLE: Emergency Monitoring and Evaluation (M&E)
Consultant, Category B

TYPE OF CONTRACT: Consultant or PSA

DUTY STATION: Various duty stations

ORGANIZATIONAL UNIT: EMERGENCY AND REHABILITATION DIVISION, TCE
TECHNICAL COOPERATION DEPARTMENT, TC

DURATION: 11 months

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 Emergency and Rehabilitation Division is responsible for ensuring FAO's efforts to support countries and partners in preparing for and effectively responding to food and agricultural threats and crises. It is responsible for coordinating the development and maintenance of corporate tools and standards to enable Decentralized Offices to assist member countries to prepare for, and respond to emergencies. TCE ensures humanitarian policy coordination and knowledge, liaison with the Inter-Agency Standing Committee as well as with humanitarian resource partners, co-leadership with World Food Programme of the global Food Security Cluster, organizational preparedness, surge capacity and response to large-scale emergencies. TCE supports food and nutrition security assessment and early warning activities related to emergency and humanitarian analysis and responses. TCE plays a major role in the development and leadership of the Organization's programme to increase the resilience of livelihoods to food and agriculture threats and crises (SO5)".

Reporting Lines

The Emergency Monitoring and Evaluation (M&E) Consultant reports to the Emergency and Rehabilitation Officer or Operations Officer.

Technical Focus

Support to implementation of FAO's resilience agenda at global, regional, subregional and/or country level.

Tasks and responsibilities

The consultant will provide support to the implementation of FAO's resilience agenda at global, regional, sub regional and/or country level. The key functions of the consultant will be as following:

- leads the development of a M&E strategy for FAO emergency and resilience response;
- develops an appropriate M&E framework for the programme and its projects so as to provide, on a timely manner, the information needed on projects progress in terms of results (outputs, outcomes and impacts), allowing to guide and improve the programme and project implementation strategy and generates learning, while facilitating the involvement of different actors of the project;
- manages and supervises the M&E team;
- establishes monitoring plans for FAO related activities, based on annual and quarterly work plans, as appropriate;
- ensures that monitoring and reporting activities are in place, effectively implemented and well synchronized between program locations and components;
- ensures analysis and reporting on program implementation, including post-distribution monitoring, with a view to monitor progress, outputs and measure success or impact relevant to the FAO-implemented programmes;
- contributes to the development of resilience measurement monitoring and evaluation tools;
- integrates the existing M&E tools into a coherent system;
- strengthens FAO partnership monitoring system and its integration with the corporate information tools;
- monitors progress/status of planned programme activities under FAO against work plans (annual and quarterly) and results framework (logframe) and identifies activities/areas requiring follow-up and timely alert the management in case of significant deviation from the expected outputs and outcomes;
- in case of restricted access, evaluates and assesses what monitoring modalities and tools can be applied within a remote management system and eventually integrate them into the M&E system;
- provides support to FAO partners in order to transfer knowledge, streamline M&E tools and ensure and harmonized approach and management of information;
- conducts regular and ad hoc trainings of FAO and IP staff on planned surveys under the M&E system;
- conducts pre- and post-evaluations of trainings/workshops and pilot activities;
- coordinates with the Operation Officers to ensure regular and timely reporting from partners by monitoring and following up with other FAO colleagues and implementing partners (IP);
- assists in the compilation of information required for project proposal preparation and reporting and contributes to the preparation of programme and project documents;

- prepares M&E reports and any other relevant information;
 - periodically travels to project sites and conducts random checks on the M&E-related activities in the field;
 - assists with other M&E-related issues as and when required and actively participates in FAO coordination meetings;
 - performs other duties as requested.
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CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

Minimum Requirements

- Advanced university degree in a subject related to the work of the Organization.
- Five years of relevant experience in public and/or private sectors related to programming, planning and technical cooperation in food and agriculture, including experience in developing countries, especially in countries that are vulnerable to disaster or other emergency risks.
- Working knowledge of English, French or Spanish and limited knowledge of one of the other two or Arabic, Chinese, Russian.

FAO Core Competencies

- Results Focus
- Teamwork
- Communication
- Building Effective Relationships
- Knowledge Sharing and Continuous Improvement

Technical/Functional Skills

- Work experience in more than one location or area of work, particularly in field positions is desirable.
- Extent of relevant experience at international level in formulating policy and programming managing field operations.
- Depth of experience in identifying and preparing programmes strategies and policy position on humanitarian and transition contexts, at both global and country levels.
- Demonstrated experience in needs assessments, cluster coordination, UN consolidated appeal process and/or emergency operations for Level 3 emergencies.
- Demonstrated experience in rehabilitation and humanitarian policies development, programme formulation and implementation.
- Extent of knowledge of international humanitarian architecture, including agencies, NGOs, and other partners. Experience in response management and surge support coordination.

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

ADDITIONAL INFORMATION

- 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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