



FAO Office of Evaluation

Call for Expression of Interest for Team Leader and Members for the Independent Evaluation of the Evaluation Function.

Background

The FAO Office of Evaluation (OED) was established in January 2010 in its present configuration.¹ In May 2010, the Charter for the Office was approved, providing the policy framework for the evaluation function in FAO. The Charter provides that the Office “report(s) to the Director-General and to Council through the Programme Committee.”²

The Charter makes provisions for “quality assurance and continued strengthening of the evaluation function”, including an independent evaluation of the evaluation function to be undertaken every six years.³ The first independent evaluation of the evaluation function will take place in 2016.

The aim is to re-examine the contribution of the evaluation function to the achievement of FAO goals at the global, regional and national levels, taking into account the current reform process in FAO as a whole to make strategic recommendations and enhance the Office’s contribution within a comprehensive framework of accountability and oversight for the Organization.

OED is seeking applications for the posts of team leader and team members for this independent evaluation of the evaluation function.

The evaluation team will be responsible for undertaking the evaluation. This will include: scoping and designing the evaluation leading to the submission of an inception report; collection and analysis of primary and secondary data; identification of key findings; formulation of conclusions and recommendations; and preparation/finalization of the evaluation report. Specific tasks would include: interviews with stakeholders at FAO headquarters in Rome both from the management and the governing body; interviews with stakeholders in the field locations mainly to gauge the need and the use of evaluations; and comparative analysis of evaluation functions in similar organizations. Travel is not à priori envisaged but not excluded, and should be proposed by the team in the inception report if deemed appropriate.

The evaluation team will be supported by an evaluation panel, comprising evaluation experts

¹ It was previously the Evaluation Service within the (then) Office of Programme, Budget and Evaluation.

² FAO Basic Texts - <http://www.fao.org/docrep/meeting/022/k8024e.pdf>. The Council is the FAO’s standing governing body and the Programme Committee is its sub-structure responsible for evaluation matters.

³ Other provisions are: strengthening of existing peer review of major reports; and biennial review by a small group of independent peers for conformity of work to evaluation best-practice and standards.

and representative of stakeholders, which will advise the team on the design of the evaluation and review the quality of the draft report. The Office of Evaluation will administratively support the evaluation, but it will not control the content of the report. The team leader will also act as the chief spokesperson for the evaluation team and will present the team's progress and findings to the Expert Panel, relevant FAO governing bodies and other stakeholders.

Timeline

The assignment for the team leader will require approximately 70 working days, and for the team member 50 days, spread between December 2015 and November 2016. The report must be finalized in early September 2016 and submitted by the team leader to the Programme Committee. The tentative timeline is as follows:

Scoping and submission of the inception report	December 2015
Data collection and analysis	January - April 2016
Drafting	April - June 2016
Validation, quality control and finalization of the report	July - August 2016
Editing, formatting and translation	September 2016
Presentation of the report to the Programme Committee	November 2016 (tentative)

Required competencies of the team

The evaluation team should have, as a whole, expertise in the following areas:

- Extensive experience in managing development evaluations;
- Ability to understand the FAO processes, governance, objectives and goals;
- Familiarity with the UN structures and objectives;
- Knowledge of evaluation functions in other international multilateral organizations.

To the extent possible, the team will be balanced in terms of geographical and gender representation to ensure diversity and complementarity of perspectives.

The candidates must hold advanced University degree and have above 15 years of relevant experience. They must be fluent in English, written and oral, and will have proven capacity in writing clearly and concisely. To avoid any conflict of interest, the candidates should not have had/will have contractual relationship with the Office of Evaluation in the timeframe 2013-2018.

How to apply

Please send your CV to: Opportunities-Eval@fao.org indicating "Independent Evaluation of the Evaluation Function" in the subject line, no later than **31 October 2015**.