



Food and Agriculture Organization of the United Nations

Office of Evaluation

Call for Expressions of Interest – Associate Evaluation Officers (P2)

Short-term Professional Positions

Duration: 11 months (subject to a probationary period of 3 months)

1. Background

The FAO Office of Evaluation (OED) anchors the evaluation function in the Organization. Evaluation in FAO provides results accountability to both member countries and the Director-General, giving more in-depth understanding and objective basis for their decision-making and oversight. Evaluation also contributes to corporate learning, feeding lessons into a robust feedback loop. Evaluation provides a sound basis for improvements in the Organization's programmes and projects in terms of their relevance to countries, definition of objectives, their design and implementation.

In the period 2013-2014 OED carried out nine thematic and strategic evaluations, four country programme evaluations and forty-nine project evaluations, and prepared two syntheses reports. In the next 2-3 years OED is planning to undertake an increasing number of country and project evaluations all over the world (i.e. about 8-10 country evaluations and 20-30 project evaluations per year). The main purposes of these evaluations are to support FAO's accountability to governments, development partners and beneficiaries, and to contribute to learning at the country, regional and corporate levels. OED is seeking to recruit 2-3 associate evaluation officers to work on evaluations starting September 2015.

2. Key functions

Under the overall guidance of the Division Director and the direct supervision of the designated evaluation manager, the associate evaluation officer will provide research support throughout the evaluation cycle to their assigned country/project evaluations. In addition, s/he will manage, or support the management of, simpler country/project evaluations.

More specifically, the incumbent(s) will:

- Carry out desk reviews, data collection and analyses for the assigned evaluations.
- Support lead evaluators in the preparation of terms of reference, evaluation reports and related materials.

- Assist with the organization and preparation of meetings, missions, workshops and other communication events.
- Compose and manage evaluation teams comprising of consultants.
- Participate in and contribute to OED's methodology development work.
- Perform other related duties as required.

3. Professional qualifications:

Essential

- Advanced university degree in evaluation, agriculture, social and economic development or related fields.
- At least 3 years of relevant experience in development evaluation¹ at the global, regional or country levels.
- Demonstrated knowledge of evaluation methodologies.
- Working knowledge of English, French or Spanish and limited knowledge of one of the other two or Arabic, Chinese, Russian.

Desirable

- Experience in programme/project management, monitoring or field research.
- Work experience in the UN, Inter-governmental or Government Agencies.

4. Evaluation Criteria

Candidates will be assessed against the above qualifications. They may be required to provide additional information on their achievements, undergo a written test and/or take part in competency-based interviews.

5. How to apply?

Email us at Opportunities-Eval@fao.org your Personal Profile Form (PPF²) and a cover letter, stating in the Subject the position you reply to ("Associate Evaluation Officer") **no later than 31 May 2015.**

¹ Candidates with less than 3 years of development evaluation experience but with commensurable experience (e.g. in programme/project management, monitoring or field research) may also be considered.

² In order to prepare a PPF, you must first register on the FAO iRecruitment site by clicking on the following link: <http://www.fao.org/employment/irecruitment-access/en/>. Please ensure that the information in the PPF is accurate and complete including employment record, academic qualifications and language skills.