

# Monitoring and Evaluation Lead, Mozambique

Location: [Africa] [Mozambique]

Town/City: Maputo City

Category: Programme Effectiveness

Job Type: Fixed term, Full-time

**\*Position is contingent upon funding and donor approval.**

**\*Please submit your CV in English.**

## **PURPOSE OF POSITION:**

World Vision seeks a Monitoring and Evaluation Lead for the proposed USAID/Food for Peace -funded Development Food Security Activity (DFSA) in Mozambique.

The M&E Lead will provide technical expertise and leadership to generate and analyze quality evidence and data through monitoring, assessments, and evaluations. The M&E Lead is a technician with demonstrated experience in building or strengthening monitoring systems, quantitative and qualitative analysis, survey and sample design, and effectively promoting evidence-based program management.

## **KEY RESPONSIBILITIES:**

### ***Project Monitoring and Evaluation Strategy and Standards:***

- Refine and implement the project monitoring and evaluation strategy, and recommend any possible changes based on the lessons learned.
- Develop and ensure that the established guidelines on project monitoring and evaluation for different project components are respected by WV team as well as consortium members in alignment with the agreements reached. Coordinate with World Vision staff and sub-grantees staff on meeting the monitoring and evaluation requirements.
- Identify information requirements of components concerning planning, monitoring and evaluation.

- During the life of the intervention, review the performance indicators and reports produced by different stakeholders and suggest necessary changes.
- Monitor and report on the performance of the project and suggest measures to improve the monitoring system.
- Ensure that data audits are planned for and are performed on regular basis. Lessons learned are drawn and shared and course correction is undertaken to continuously improve and strengthen the M&E system.

***Coordination & Communication with Stakeholders:***

- Coordinate with communities, service providers, and local governments, consortium members and donor representative to reach agreement on the M&E system set up and continuously review the M&E practice to ensure meaningful participation of stakeholders in improving the system.
- Serve as a liaison between the project team, consortium members, project participants and the donor representative to ensure harmonization, shared learning, collaboration and alignment of efforts in monitoring and evaluation.
- Ensure timely and effective communication and information sharing between different stakeholders.
- Assess training needs relevant to monitoring, evaluation and information management systems and provide, if required, training to local stakeholders.
- Facilitate processes according to which consortium members, relevant government representatives and donor representatives are collaborating, reflecting on the M&E data, drawing lessons learned and making recommendations to project leaders for further improvements and adaptations in project implementation for higher efficiency and effectiveness.

***Researches:***

- Prepare TORs for special studies when necessary and participate in the recruitment of any potential consultant that will carry out the study. In collaboration with the COP, review and approve proposed study designs and oversee the work during the studies to ensure protocols are followed to meet internal and external validity requirements of that given study.

***Capacity Building:***

- Set up operational arrangements for collecting, analyzing, and reporting project data, and for investing in capacity building, to sustain the Monitoring and Evaluation function.

- Capacitate project staff to conduct monitoring activities adhering to the donor/SO standards and that the information is used to enhance performance and by the decision-making process within and outside the organization.

***Staff Management:***

- Supervise and mentor staff that report directly to this position. Conduct regular coaching and implement the Performance Development Management system.
- Conduct regular field visits to monitor implementation, to ensure compliance with operational procedures and assess progress as well as to deliver technical support to field staff, provide resources, and make clear recommendations on ways to strengthen the program and share learning across programs.

***Reports:***

- Prepare quarterly and annual reports and assist in the preparation of the annual work plans for all consortium members.
- Ensure that all documents are reviewed before sending out of office. Also ensure that reviews are carried out at each level by appropriate stakeholders.
- Review the final report of any study undertaken in the life of this intervention and ensure that the quality standards are met and conclusions are accurate.

***Internal Collaboration:***

- Work closely with technical leads and project leadership to ensure the M&E plan is clearly understood by all.
- Work with the Collaboration, Learning and Adaptation (CLA) Lead to ensure high quality, coordinated, and demand driven learning, knowledge management and capacity strengthening activities.

Perform other duties as required.

**KNOWLEDGE, SKILLS AND ABILITIES:**

- A master's degree or above in a quantitative field such as economics, agricultural/development economics, statistics, biostatistics, nutrition, applied sociology, anthropology, or other relevant subjects with significant training in quantitative methods.
- Seven (7) years or more relevant experience is required.
- Demonstrated experience in leading the M&E of a large award (multi sectoral and multi stakeholder US Government funded project).
- Strong conceptual knowledge about Theory of Changes (ToCs), logic model, food and nutrition security indicators, M&E plans, data quality assurance, data utilization, and gender integration into M&E.
- Demonstrated experience and expertise in developing and operationalizing a comprehensive monitoring and evaluation plan.
- Demonstrated expertise and experience in developing and operationalizing routine monitoring systems designed to track both output and outcome indicators.
- Demonstrated expertise in designing annual monitoring surveys including annual beneficiary-based sample surveys, probabilistic sampling strategy and estimating sample size, developing a proper sampling frame and establish appropriate weights, clean, process, store quantitative data.
- Demonstrated expertise in designing qualitative studies, in-depth knowledge about qualitative sampling, and experience in using interview and interactive tools to generate qualitative information and analysis.
- Demonstrated experience in developing data quality assurance strategies, data management, use of technology for getting just in time data and data visualization.
- Demonstrated expertise and experience in data utilization strategies and ability to think creatively about active data sharing techniques.
- Knowledge of and familiarity with international assistance program Monitoring and Evaluation requirements, preferably USAID Office or Food for Peace (FFP) policies.
- Strong interpersonal skills and ability to work cross-culturally with diverse teams.
- Ability to work with host-country professionals, ministries and with donor colleagues in country.
- Experience working/living in countries in Africa. Familiarity with the Mozambique context.
- Strong verbal communication skills, strong presentation and report writing skills.
- Ability to achieve results through partners.

- Experience as a Monitoring and Evaluation Specialist required.
- Experience working with sub grantees and contracts under grants for complex projects.
- Fluency in English and Portuguese.
- Excellent oral and written communication skills in English.
- Strong MS office skills, specially excel and word.

***Preferred Skills, Knowledge and Experience:***

- Strong management and interpersonal skills.
- Mentoring and facilitation skills.
- Ability to network and communicate with a wide range of stakeholders.
- Experience working overseas in low-resource environments.
- Experience using M&E MIS systems and technology to track program outputs and indicators.
- Ability to use data analysis software such as SPSS, STATA, Epi Info, etc.
- Other skills and knowledge required for this position can be found in the FSN Network M&E Manager Core Competencies.
- Previous experience with Development Food Assistance Programs (DFAP)s, Multi Year Assistance Programs (MYAP)s, and/or Development Assistance Programs (DAP)s is preferred.

***Work Environment/Travel:***

- Mandatory travels to implementation sites and regional, global meetings as required.