Vacancy Announcement
(Deadline 3 February, 2016 at 17:00 hours East African Time)

Monitoring, Evaluation and Learning (MEL) Advisor - ICCO MasterCard Foundation STARS program

Background

ICCO is an international development cooperation (www.icco-cooperation.org), with 335 people working in 44 countries in Africa, Asia and Latin America. We operate from 5 regional offices and 15 national offices to work towards a world without poverty and injustice. We do this together with civil society organizations, private sector and governments, while strongly believing in the enterprising power of people. We aim to implement a systemic change and successful, sustainable and equitable development in low and middle income countries.

The ICCO MasterCard Foundation STARS program aims to address barriers to increase food security and income (through access to financial services, farming inputs, and integration into markets) through a two-pronged approach: Development and implementation of financial products for agriculture with MFIs; and Value Chain Development and linking with financial services. The five-year program aims to increase income and food security for at least 210,000 low-income, smallholder farmers (50% women) and their families. The program will be implemented in Senegal, Rwanda, Burkina Faso and Ethiopia. The MEL advisor is responsible for MEL in the project office.

This is a position where 50% of the time per country office will be spent.

ICCO is currently looking for a qualified, experienced and self-motivated Monitoring, Evaluation and Learning Advisor to work (50%) in Ethiopia project office.

Job title: Monitoring, Evaluation and Learning (MEL) Advisor

Type of contract Two year contract renewable depending on performance

Location: Ethiopia

Start date: 1st March 2016

Job purpose:
The MEL Advisor implements the overall MEL system for the STARS project office. Continuously check that the MEL plan is followed and data is collected as stipulated. If necessary revise the project MEL plan together with the MEL coordinator and the respective partners. He/she will train, coach, mentor and provide technical backstopping to the data collectors to ensure quality data collection.
Responsibilities:

- Implementation of the STARS Program MEL plan (including data collection and analysis, stakeholder consultations, quality control of the data, tracking of progress, reporting)
- Provide technical support to Program staff to interpret the collected data and make informed decisions for improvement
- Provide technical back stopping to the partners like MFI’s and Producer Organizations to ensure quality of collected data.
- Help design, facilitate and oversee the annual farm household survey and other studies that are planned for in the program.
- Help implement the use of mobile phone or tablet-based data collection.
- Provide scheduled and ad hoc reports for Program Management using a data analysis tool (i.e. Excel, SPSS or other)
- Contribute to the development of Terms of Reference for external consultancies (e.g. surveys, audits, evaluations)
- Identify needs for information in the whole Program
- Capitalize on lessons learned and identify potential improvements to the MEL system

Minimum requirements – must have:

- At least 2 years relevant work experience
- Knowledge of Monitoring and Results Measurement or related field at a bachelor’s level.
- Experience in using online and/or mobile tools for data collection, and analyzing data and writing reports
- Demonstrable affinity with international development cooperation
- Good knowledge of the social, economic and political situation in the region.
- International and/or intercultural experience
- Knowledge of the DCED standard and/or Markets for the Poor approaches would be considered a strong advantage

Core competences:

- Advanced written and verbal communication skills in English
- Exceptional presentation, interpersonal skills and networking skills
- Advanced technical knowledge on MEL tools and approaches
- Good Analytical skills
- Good working knowledge of Excel and data analysis tools
- Hands on mentality, takes initiative and is creative

How to Apply

Please send your CV of not more than 3 pages and a motivational letter of not more than 1 page to central-and-eastern-africa@icco-cooperation.org as only email applications shall be considered. All applications should be clearly marked: “Monitoring, Evaluation and Learning (MEL) Advisor - ICCO MasterCard Foundation STARS program” and no email should exceed 2MB. We thank all applicants for their interest but please note that only those selected will be contacted and any form of lobbying will lead to automatic disqualification.