



## **Monitoring and Evaluation Specialist: Education, USAID/Liberia Strategic Analysis Activity, Liberia**

Social Impact is a global development management consulting firm. We provide monitoring, evaluation, strategic planning, and capacity building services to advance development effectiveness. We work across all development sectors including democracy and governance, health and education, the environment, and economic growth. Since 1997 we have worked in over 100 countries for clients such as US government agencies, bilateral donors, multilateral development banks, foundations, and nonprofits.

### **Project Description:**

SI recently won a five-year USAID-funded Liberia Strategic Analysis Activity with the goal to provide an innovative degree of analytical and advisory services to USAID/Liberia's Office of Program and Project Development (PPD) and Development Objective (DO) teams in support of the Mission's project design, performance monitoring and evaluation, and operational learning and adapting.

The project will establish a support unit in Monrovia and a satellite office in Gbarnga to assist the USAID Mission in strengthening its management of key aspects of the programming cycle, specifically strategic planning; project design; performance monitoring and evaluation; and institutionalized learning and adaptation.

### **Position Description:**

The M&E Specialist: Education will work closely with USAID and Implementing Partners (IPs) in the Education area. He/she will be the first point of contact to understand USAID and IPs' needs and relay the insight to the LSA team. The M&E Specialist will conduct training and coaching with USAID staff and IPs on various M&E topics. As LSA plans its activities, the M&E Specialist will represent the needs and interests of USAID and IPs in their sector. He/she will ensure that decisions made are appropriate to the Education sector.

**\*\*Please note: This is a local position. Only candidates with Liberian citizenship will be considered. \*\***

### **Responsibilities:**

- Lead Data Quality Assessments (DQAs).
- **Provide support for:**
- Review of current planning documents.
- Organization and facilitation of DO meetings with Chief of Party (CoP).
- Identification of Assessment Areas with USAID.
- Creation of Evaluation Plan integrated into PADS process.
- Development of FY2016 DQA strategy and schedule.
- Needs Assessment on Performance Management for IPs and Mission.
- Development of Performance Management Assistance strategy.
- Performance Management Support for IPs.
- Performance Management Support for DOTs.



- Provision of reports to USAID upon request.
- Deployment of Performance Management Specialists for site visits.
- **Provide input for:**
- Scenario planning and human-centered design workshops for USAID.
- Annual knowledge-sharing event.
- Learning Nights and Brown Bag Lunches.
- Development of online Knowledge Management (KM) portal.
- Creation of real-time data visualization and reports for USAID.
- Compilation and processing of quantitative, geographical, and qualitative data into Plan learning events for USAID to view data.
- Curriculum development for Just in Time Training.
- Preparation of Kickoff to validate principles and establish a design schedule.
- Preparation of formal and information learning and review events that affect program design, and other learning events with USAID.
- Creation of a learning schedule.
- Receive training on training content.
- Deliver PM&E and Leadership training.
- Deliver Just in Time Project Design Support (Training and Technical Assistance).

#### **Qualifications:**

- A Bachelor's in relevant field and at least 4 years of related experience, including substantial demonstrated experience on Education., monitoring and evaluation.
- At least 4 years of experience with a USAID-funded project.
- Experience with gender and M&E or youth and Human and International Capacity Development (HICD) and M&E a plus.
- Demonstrate ability to establish and maintain effective working relationships with supervising personnel, co-workers, business professionals, and the general public.
- Demonstrate ability to exercise good judgment and communicate effectively orally and in writing.
- Ability to maintain high degree of confidentiality in day-to-day work.
- Ability to establish, maintain, and prepare records and reports.
- Familiarity with business operations and activities.
- Ability to work effectively in a fast-paced environment.

Interested junior to mid-level Liberian candidates are encouraged to submit their CVs, no cover letter is required. Please submit your CV to:

<https://chp.tbe.taleo.net/chp02/ats/careers/requisition.jsp?org=SOCIIMPA2&cws=1&rid=2147>



**Deadline for applications: June 14, 2018**

Come join our energetic and innovative team! We offer you the opportunity to play a leading role in the growth of our company, work as part of a creative and committed team, and make a difference in the well-being of our world.

To learn more about Social Impact, please visit our website: <http://www.socialimpact.com>

SI is an EEO/AA/ADA Veterans Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability or protected veteran status.

Only selected candidates will be contacted for an interview. Please, no phone calls.