





For a world without hunger

**Job Vacancy/Description: Monitoring  
Evaluation, Accountability and Learning  
(MEAL) Consortium Coordinator  
(1 Position)**





European Union

<b>Job Title:</b>	<b>Monitoring Evaluation, Accountability and Learning Consortium Coordinator</b>
<b>Donor:</b>	<p><b>European Union</b></p> <p>Relations between the European Union and Liberia are based on the EU's partnership agreement with African, Caribbean and Pacific countries - the Cotonou Agreement.</p> <p>The EU is assisting the implementation of the government's transitional economic development programme. After two civil wars (1989-1996 and 1999-2003), this programme is consolidating national peace and putting the West African nation on a path of poverty reduction.</p> <p>For 2014-2020, the National Indicative Program (NIP), which has been developed and agreed with the Liberia Government, allocates <b>€279m</b> of EU funding to support good governance, energy, education and agriculture. The EU has also been assisting in the country's recovery from the Ebola crisis.</p> <p>The PARTNERS project funded by the EU with €12m will be implemented from 2018 to 2022.</p>

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<b>Organization profile and background:</b>	<p><b>Welthungerhilfe</b></p> <p>Welthungerhilfe was founded in 1962 as the National Committee of the “Freedom from Hunger Campaign” set up by the United Nations’ Food and Agricultural Organization (FAO). Today it is one of the largest non-governmental organizations working in development cooperation and humanitarian aid in Germany. Non-profit making, non-denominational and politically independent, the organization is run by a board of honorary members under the patronage of the German President.</p> <p>Welthungerhilfe is working in 40 countries in Africa, Asia and Latin America and campaigns publically for fairer cooperation with developing countries. Its work is funded by private donations from the population at large and public grants including USAID/OFDA, ECHO (FPA P-partner), and works with funding from BMZ, German Foreign Office, DEVCO/EuropeAid, DFID, KfW among many others.</p> <p>Welthungerhilfe has been in Liberia since 2003 with a focus on Agriculture/ Sustainable Food and Nutrition Security, Infrastructure and WASH. Welthungerhilfe Liberia has been granted by European Commission a five-year development project entitled on <b><i>Prosperous Agriculture Road Map to Nutrition &amp; Entrepreneurship, Reinforcing Sustainability (PARTNERS)</i></b>. A total of 6,600 farmers from 220 communities are directly targeted by the project. The project will contribute to <b><i>improve food and nutrition security and increase income and resilience against shocks in the rural areas of Liberia</i></b>. It will focus on:-</p> <ul style="list-style-type: none"> <li>- Increasing the capacity of smallholders to improve agriculture productivity, and target household enables to produce nutritious and marketable foods;</li> <li>- To make smallholder farmers resilient to food and economic shocks and have improved livelihoods through participating improved post harvesting and food processing techniques;</li> <li>- Strengthening value chains in the five strategic crops (Cassava, Ground nuts, Pineapples, Plantain and <i>Moringa</i>) so as to meet the required food quality standards for human consumption</li> <li>- Promoting entrepreneurship and access to finance to develop agricultural value chain and markets &amp;</li> <li>- Building the operational capacity and technical expertise of national implementing partners to sustainably implement current and future programs</li> </ul> <p>The project commenced in January 2018 to implement by Welthungerhilfe (WHH) as lead applicant and the three international NGOs- ZOA, Concern Worldwide and SPARK as co-applicant in cooperation with several local partners. The project will be operational in the seven (7) in counties of Liberia: Rivercess, Grand Kru, Grand Cape Mount, Margibi, Grand Bassa, Sinoe and Bomi.</p>
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	<p>Hence, WHH want to recruit qualified and competent candidate to be a member of this project team.</p>
<b>Location:</b>	<p>Based in Monrovia with frequent travel the Southeastern Counties</p>
<b>Objective of the Position:</b>	<p>The MEAL Officer will work closely with the Program teams to assess field conditions, support capacity building initiatives, and facilitate the collection of quality data under the supervision of the Head of Project/Consortium Coordinator and or Area Manager. The officer will support the EULAP PARTNERS Head of Project/Consortium Coordinator in reviewing and preparing monthly, quarterly and annual Project implementation reports, documentation and dissemination of best practices and lessons across the project.</p>

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<b>Responsible to:</b>	Head of Project
<b>Responsible for:</b>	Monitoring, Evaluation, Accountability and Learning Officer in the Project
<b>Main Responsibilities:</b>	<p>The MEAL Officer is responsible for training and advising project staff to ensure the timely implementation of all Project M&amp;E activities. The main tasks are:</p> <ul style="list-style-type: none"> <li>• Support the Head of Project/ Consortium Coordinator in supervising assessments to track progress on project indicators and ensure quality of the data by performing verifications and validations.</li> <li>• Conduct regular visits to project sites to carry out process monitoring as well as gather feedback from the beneficiary community about progress of implementation of the project.</li> <li>• Analyze and discuss findings based on regular monitoring data.</li> <li>• Support the Head of Project/Consortium Coordinator in supervising external consultants conducting evaluation studies (baseline, mid-term, and end-line surveys).</li> <li>• Support the organization and coordination of knowledge sharing and best practices dissemination workshops.</li> <li>• Support the Head of Project/Consortium Coordinator in reviewing and consolidating high quality monthly, quarterly and annual reports.</li> <li>• Support the implementation of a programme Results Based Management System to ensure that data and findings translate into learning that is embedded in the programme, leads to adaptations where necessary and contributes to institutional knowledge.</li> <li>• Conducts meetings with Consortium MEAL Technical working group meeting on behalf of Welthungerhilfe.</li> <li>• Represents Welthungerhilfe in Technical Working Groups, stakeholders' meetings, and reports back on the proceedings,</li> <li>• Assist in the production of publications and other specific papers based on programmatic learning that can be shared within the wider community for visibility.</li> <li>• Ensure the highest standards of accountability through good communication and information sharing within the programme and through active participation of staff, beneficiary and other stakeholder to all stages of the project.</li> <li>• Coordinate capacity building activities for project staff and partners to ensure effective and efficient management and delivery of the project activities with highest standards of programmatic quality.</li> <li>• Conduct training needs assessment of project teams, and project implementing partners, and develop appropriate training designs.</li> <li>• Contribute to effective teamwork, coordination and work planning among consortium technical working groups in support of project objectives</li> <li>• Contribute to a working environment of mutual trust, respect, and care among all staff.</li> <li>• Develop baseline data for each project component and for all project indicators, including master data of project beneficiaries,</li> <li>• Perform any other duties assigned by the Line Manager.</li> </ul>
<b>Experience:</b>	<ul style="list-style-type: none"> <li>• Minimum 5 years' professional experience working with INGO/NGO</li> </ul>



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<b>Education:</b>	<ul style="list-style-type: none"> <li>• Minimum of a Degree in Social Sciences, Project Management/Monitoring Evaluation, Statistics or other related fields.</li> <li>• Good working knowledge of data analysis packages such as SPSS, STATA, Excel.</li> <li>• Good knowledge of Ms Office, Excel and Access</li> </ul>
<b>Languages:</b>	Excellent command of spoken and written English
<b>Computer skills:</b>	<p>Good knowledge of Microsoft Office, especially: Word and Excel</p> <p>Good working knowledge of modern communication systems</p>
<b>Personal Skills:</b>	<ul style="list-style-type: none"> <li>• Hands-on skills in quantitative and qualitative research methods, monitoring and evaluation, log frames and capacity building of staff in M&amp;E.</li> <li>• Excellent communication skills. Training in communication skills will be an added advantage.</li> <li>• Ability to work as part of team across different cultures.</li> <li>• Ability to work with minimum supervision and take initiative.</li> <li>• Ability to solve problems and take corrective action.</li> <li>• High level of integrity and high standards of personal conduct</li> </ul> <ul style="list-style-type: none"> <li>• Gender sensitive</li> <li>• Willing to learn and share knowledge</li> <li>• Professionalism integrity and commitment to project demands</li> </ul>
<b>Starting date</b>	ASAP
<b>Applications for this position should be sent to:</b>	<p>Please send softcopies of a motivation letter and CV and any additional documents you wish to submit (e.g. scans of certificates, letter of recommendation) to the following:</p> <p>Subject: <u>"Monitoring Evaluation, Accountability and Learning"</u></p> <p>Email: <a href="mailto:Recruitment.Liberia@welthungerhilfe.de">Recruitment.Liberia@welthungerhilfe.de</a></p>
<b>Note:</b>	<p>After reviewing the applications received by the closing date, within two (2) weeks period "if you don't hear from us consider your application unsuccessful." We encourage you to apply again for posted and advertised positions in our Organization, for which you qualify in the future.</p>
<b>Closing date:</b>	<b>Monday, August 6, 2018</b>