

**JOB TITLE:** MONITORING EVALUATION AND LEARNING ADVISOR, LIBERIA COUNTY  
SANITATION.

**JOB LOCATION:** MONROVIA, LIBERIA

**GRADE:**

**JOB SUMMARY :**

FHI 360 is seeking qualified applicants for the Monitoring, Evaluation and Learning Director for the upcoming USAID Liberia County Sanitation Activity. The proposed new activity will implement a comprehensive county-wide approach for sustainably moving people from open defecation to basic sanitation in five counties through programming to accomplish the results of Improved Sanitation Governance, Key Sanitation Behaviors Adopted, Sanitation Markets Strengthened, and Financing for Sanitation Increased. This position is contingent upon award.

The MEL Director is responsible for the program's MEL strategy and management and will provide technical leadership and oversight of MEL activities to ensure quality, timeliness, and efficiency. S/he will oversee the program's MEL quality assurance and the capacity building interactions with all partners.

**Responsibilities:**

- Design and develop the project's monitoring and evaluation (M&E) system including establishing a learning agenda, refining indicators, setting targets for all indicators, planning of all necessary data collection and analysis.
- Oversee and directly contribute to the development and implementation of M&E tools and systems to improve ability to collect, interpret and aggregate data that track tangible, measurable progress toward project results and the attainment of project objectives.
- Support data analysis and use data to promote evidence-based programming and provide timely feedback in relation to project targets, work plan activities and objectives, and address gaps in programming.
- Develop and adapt M&E tools to meet program needs, which may include observation tools survey instruments.
- Liaise with the USAID Mission on the design of M&E tools and on modifications to M&E system.
- Oversee one or more M&E officers and provide training to staff, primary stakeholders, and implementing partners on M&E components in project design; such as monitoring plan, assessments, reviews, surveys and evaluations.
- Oversee the application of Collaborating, Learning, and Adapting (CLA) principles to inform program adaptive management, for innovative and effective programming.
- Design program learning plan; engage staff, government, partners, USAID, and other key stakeholders in identifying project learning opportunities.

- Oversee the publication and dissemination of information on successful and promising approaches, lessons learned and other program results to program partners, donors, government counterparts, and other key stakeholders.
- Provide high quality and timely submission of all required project reports, including documentation of success stories, analysis of data for indicator calculation, summary of learning agenda findings.

**Minimum Qualifications:**

- Master's degree or its international equivalent in monitoring and evaluation, business, social science, management, international development, or a related field.
- Minimum of 8 years of professional work experience, assuming increasing responsibilities and management functions in monitoring, evaluation and learning.
- Experience managing and executing MEL activities for donor-funded programs, including experience leading MEL teams in large international development programs and prior experience conducting quantitative and qualitative research in field-based positions.
- Demonstrated ability to use MEL findings to inform adjustments to program in order to maximize project effectiveness.
- Demonstrated understanding of CLA and USAID evaluation policy and reporting guidelines.
- Experience coordinating with governments, ministries and/or local NGOs, as well as local communities, for design and implementation of surveys and other data collection techniques, including those that address capacity weaknesses, preferred.
- Experience with all necessary computer, database, statistical software, and analytical skills, particularly in issues related to monitoring and evaluation.

Excellent spoken and written communication and presentation skills in English.

**Application:**

Send a CV and motivation letter to <https://www.fhi360.org/careers> Closing date is July 27, 2021 at 5.00 pm at GMT

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