



**RECOVERY OF ECONOMIC ACTIVITY FOR LIBERIAN INFORMAL
SECTOR EMPLOYMENT (REALISE) PROJECT**
Capitol Bye Pass, Old Maternity Center, 1st Floor
Monrovia-Liberia



**REQUEST FOR EXPRESSION OF INTEREST FOR MONITORING & EVALUATION
OFFICER (LOCAL HIRE)**

REFERENCE NO: LR-MOGCSP-479392-CS-INDV

PROJECT ID: (P174417)

BACKGROUND

The Government of Liberia (GoL) has received funding from the World Bank and Agence Francaise De Developpement to implement the Recovery of Economic Activity for Liberian Informal Sector Employment (REALISE) Project. The Project Development Objective is to increase access to income-earning opportunities for the vulnerable in the informal sector in response to crises, expand income and livelihood support to poor and food-insecure households, and improve efficiency in managing social protection programs in Liberia. The REALISE project comprises of six components.

To ensure proper coordination of implementation and achievement of the project objectives, the Project Implementing Institutions have set up a single Project Management Team (PMT) to coordinate and manage all aspects of implementation under the REALISE project.

Position: Monitoring and Evaluation Officer (M&E)

Location: Based in Monrovia with possibility to travel to all 15 counties

Duration: This assignment is expected to run for 12 months with the possibility of extension subject to satisfactory performance and availability of funding.

Objectives of the Assignments

M&E Officer facilitates the tracking and reporting of results outlined in the Results Framework of the REALISE Project, as well as promote learning among project implementors.

Duties and Responsibilities (M&E)

The **M&E Officer** will be responsible for carrying out the following:

- Lead on the design of an M&E framework to track implementation progress under the Project and oversee the development of the accompanying digital tools/instruments for data collection on project indicators, by contracted firms or consultants;
- Facilitate working relationships with other Ministries, Departments, and Agencies implementing Social Protection interventions, to link project beneficiaries to other complementary services and opportunities;

- Manage the Project's beneficiary database ensuring that the data is secure and always maintains integrity;
- Undertake periodic monitoring visits and organize feedback meetings with PMT members, implementing partners, Service Providers, or other stakeholders on findings and recommendations to guide project implementation as may be required;
- Lead in the collation and production of project quarterly reports for onward submission to the Project Coordinator, relevant steering committees, and the World Bank;
- Lead on planning and implementing quarterly project review meetings, including interpreting and translating quantitative and qualitative results into actionable insights for programmatic decision-making, etc.

Shortlisting Criteria (M&E)

At a minimum, **the M&E Officer** must have the following educational and professional qualifications:

- A **bachelor's degree in social sciences**, Demography, Statistics, Project Management, Business/Public Administration, or related fields, with **at least 5 years** of related professional work experience; or a **Master's degree** in the Social Sciences, Demography, Statistics, Project Management, Business/Public Administration or related fields with **at least 3 years** of related professional work experience;
- **Certificate or Diploma in M&E** from a recognized Institution is preferred;
- **Experience working with international organizations** (World Bank, AfDB, AU, EU, etc.) in the area of M&E **is required**;
- A strong background in statistical analysis and use of statistical software is **required**. The successful candidate will be conversant in statistical software such as Stata, Python, and be willing to learn new software as required;

Please follow the link below to access the Terms of Reference for more information:

https://realise.liberiasp.gov.lr/wp-content/uploads/2025/03/TOR_Monitoring_Evaluation_Officer.pdf

Only the most qualified applicant will be contacted for interview.

Applicable Guidelines

The Applicable guideline for this recruitment is: **World Bank Procurement Regulations for IPF Borrows dated July 2016, revised November 2020**. Attention of interested Consultants is drawn to paragraph 3.14 and 3.17 of these Guidelines, setting forth the World Bank's policy on conflict of interest. A Consultant will be selected in accordance with the Individual Consultant Selection method set out in the Consultant Guidelines. Interested persons may obtain further information at the address given below.

How to apply for this position

Interested candidates should address application letters including CVs and relevant educational credentials to the **Office of the Project Coordinator, REALISE Project, Old Maternity Building, Capitol Bye Pass, Monrovia**, and submit either in person or through email to

realiseproject2023@gmail.com and cc: koimaw2000@yahoo.com. Kindly use the title of the position applying for as subject of the email. All applicants are required to include at least 3 referees in their submission. **The deadline for applications is Thursday, March 27, March 24, 2025.**

For further information, please email us at: kmawolo@liberiasp.gov.lr and cc: jbengu@liberiasp.gov.lr.