

S/No	Job Title	Evaluations, Review and Monitoring Consultant
1	Department	MOPIED Directorate of M&E
2	Assignment Location	Ministry of Planning, Investment and Economic Development(MoPIED)
4	Reporting To	Director General of M&E
5	Supervisory Responsibility	None
6	Job Purpose	<p>The Research, Monitoring and Evaluation Consultant role is to strengthen the M&E system with the introduction of appropriate guidelines and tools geared towards the realization of the National Development Plan for Somalia.</p> <p>The RM&E will be responsible for guiding the overall M&E strategy and implementation of related activities within MOPIED through partners, providing timely and relevant information to NDP stakeholders. This entails close communication with all those involved in M&E design and coordination: core NDP projects and partners M&E staff; working with NDP M&E working groups; monitoring on MOPIED directorates; monitoring Federal institutions NDP projects, monitoring Federal institutions; close working relationships with NGOs, International consultants and field staff.</p>
7	Duties and Responsibilities	<p>MAIN DUTIES AND RESPONSIBILITIES</p> <ul style="list-style-type: none"> • Setting up the M&E system and ensuring it is implemented effectively within the organization and by the Directorate staff, line ministry staff and member states' staff. • Facilitating stakeholders to value, have appropriate capacities for and undertake their own M&E activities, and to link these into an overall assessment of project progress and needed actions • Analyze and discuss findings based on regular monitoring data and through feedback to stakeholders. • Provide technical support on M&E and evidence-based recommendations to the relevant DGs of line ministries and member states. • Ensure that implementation of field activities adheres to MOPIED monitoring and evaluation systems and standards and is within the designed M & E Framework. • The RM&E Consultant will be provide support in monitoring and evaluating on-going projects on NDP in MOPIED, Federal Government Institutions and Federal Member States. • Documents lessons learnt and best practices based on evaluations undertaken.

- Establish a reliable and consistent set of Outcome Indicators for all sectoral activities as well as developing an organization-wide core set of indicators.
- Develop, in coordination with the MOPIED Directorates, a system to ensure that the program planning, including inputs and targets, is aligned with the overall NDP and other types of M&E indicators.
- Review M & E Framework from time to time and develop M & E Plan to guide in the collection of data for MOPIED and other Ministries.
- Draft and regularly update M & E work plans and data collection plans.
- Ensure that all research, monitoring and evaluation activities are carried out according to the work plan.
- Managing and implementing the performance-based monitoring system to ensure that the targets are met
- Ensure that the M&E databases are updated routinely and systematically.
- Manage day-to-day operations of the M&E system, including support to the MoPIED M & E team in continued implementation of M&E tools and instruments.
- Supervise regular data collection through implementing partners and ensure quality of the data by random verifications and validations
- Record, manage and preserve monitoring and evaluation data in a safe and accessible way
- Lead the process of ensuring that the performance reviews are conducted regularly and within budget.
- Ensure timely compilation of internal and external progress reports (monthly, quarterly and annually)
- Document best practices and lessons learned during monitoring and evaluation by sharing learning from M&E process with relevant stakeholders.
- Carry out or assist in trainings, learning events and contribute to M & E team members' capacity development carried out by the Training and Capacity Building Consultant.
- Support partners in improving learning and sharing mechanisms in their projects.

Key Deliverables

- Inception reports detailing research designs and sampling plans
- Data collection tools (quantitative and qualitative)
- Monitoring and Evaluation reports (Monthly and quarterly)
- M & E Plan
- Data set in Excel and SPSS format

		<ul style="list-style-type: none"> • FGD/KII Transcripts • Training reports
8	Education	<ul style="list-style-type: none"> • Masters' degree in any of the following Economics, Statistics, Project Management, Development Studies or Sociology or other related Social Science discipline. • Sound Knowledge and understanding in monitoring and evaluation • Understanding of the current M&E trends and especially M&E systems in development organizations or government institutions. • Sound understanding of the SDGs.
9	Experience	<ul style="list-style-type: none"> • Minimum 7 years' experience in undertaking monitoring and evaluation work at organizational and country-level • Experience in drafting of quality monitoring and evaluating reports • Experience in both quantitative and qualitative research • Extensive experience in leading field data collection • Experience in report writing
10	Skill Requirements	<ul style="list-style-type: none"> • Monitoring and evaluation techniques and processes • Data collection and management • Analytical and research skills • Good command over report writing in English • Good interpersonal skills • Good in Communication skills and problem solving • Excellent computer knowledge with command on MS Excel and other packages of MS Office • Proficiency in the use of statistical packages like SPSS, STATA, Epi Info etc. • Ability to work independently and as part of a team.

How to APPLY:

Confidential applications can be addressed to Mr. Abdirahman Abdullahi, Human Resources Director, Ministry of Planning, Investment and Economic Development, E-mail hr.mopied@gmail.com with cc to jimaaleahmed10@gmail.com only a Cover Letter and Curriculum vitae (CV) in MS Word .doc or .docx format must be delivered, by 1500 hours of 21st, August, 2017. Applications addressed exclusively to one of the above email addresses would not be considered.

Applications not including all the above information will not be reviewed.

Only short listed candidates will be contacted