



## VACANCY ANNOUNCEMENT

### MONITORING AND EVALUATION SPECIALIST

#### POSITION'S AUTHORITY

**Report to:** The Project Coordinator

**Location of Post:** Addis Ababa, Ethiopia

**Period of contract:** Contract three years, renewable annually based on satisfactory performance

#### 1. INTRODUCTION

A Special Declaration of the African Union Assembly endorsing the High Level Panel Report (HLP) called on African Governments to take steps to curtail Illicit Financial Flows through, among others, institutionalizing prudent legal and regulatory regimes, including fiscal policies that disallow financial secrecy, fight corruption, strengthen African institutions, build African member states' capacity for contract negotiation and tax administration and identify and return the resources lost through illicit financial flows in to finance Africa's development agenda.

#### 2. SCOPE OF SERVICE

Under the direct supervision of the Project Coordinator, the Monitoring and Evaluation Specialist will be responsible for supporting the Project Implementation Team (PIT) in the planning, monitoring and evaluation of the implementation of African Financial Integrity And Accountability Support Project (AFIAP) activities. The Specialist in charge of monitoring and evaluation will be mainly in charge of elaborating and implementing the AFIAP Monitoring and Evaluation Manual, in particular ensuring: i) the role of support and advice to the PIT and all the actors involved in the implementation of their activities; ii) the reinforcement of the capacities of the actors involved in the implementation of the project, in particular for the mastery of the tools of the monitoring-evaluation system of the project ; and iii) the development of existing monitoring and evaluation tools so that they can record all the data and information relating to AFIAP activities.

#### 3. DUTIES AND RESPONSIBILITIES

He/ she will have specific responsibility for the following:

- Operationalize the monitoring and evaluation system of the project;
- Support the PIT in discussions with the beneficiary structures/countries of the project (monitoring and evaluation of actions, elaboration of terms of reference, advisory support ...);
- Implement the monitoring and evaluation plan contained in the procedures manual;

- Manage a monitoring and evaluation database fed with data from the beneficiary structures;
- Ensure the rigorous monitoring and evaluation of the implementation of activities related to the structures/countries;
- Ensure the collection of data for the update of the indicators of results monitoring;
- Produce periodic reports on the implementation of the project;
- Establish the project's performance by analyzing the gaps between the desired and achieved levels of the monitoring indicators;
- Work towards the appropriation of the results framework and results monitoring indicators by the project's actors and beneficiaries (coaching for a good understanding of the aspects related to the monitoring-evaluation system: mechanism, tools, indicators, etc.);
- Measuring and analyzing the project's performance and impact (comparison of the results achieved with the objectives set);
- Conducting internal evaluations, preparing and facilitating external evaluations and monitoring missions of the project; and
- Ensure the electronic and physical archiving of AFIAP reports.

#### 4. QUALIFICATIONS AND EXPERIENCE

The Monitoring and Evaluation Specialist must have at least the following qualifications

- University degree (minimum of 4 years) in planning, economics, statistics, project management, or any other specialty related to project planning and monitoring evaluation, or similar;
- Professional experience of at least 5 years in the field of monitoring and evaluation of projects or programmes financed by technical and financial partners, including at least 3 years as a Monitoring and Evaluation Specialist
- Good command of computer tools, in particular common software (Power Point, Excel, Word) and specialized software for database management;
- A good knowledge of English as well as the ability to communicate orally and verbally with a variety of stakeholders in a multi-stakeholder environment; and
- A good ability to work under pressure and within deadlines.

#### 5. HOW TO APPLY

Interested individuals should submit their resume and letter of interest **ONLY ONLINE** to [info@codafrika.org](mailto:info@codafrika.org) and [Johnsonol@africa-union.org](mailto:Johnsonol@africa-union.org) no later than 5.00 pm (EAT) on **24 February, 2023**. Please note that only shortlisted candidates will be contacted.

The Coalition for Dialogue on Africa (CoDA) does not accept any form of fees or payment for recruitment.