



JOB VACANCY ANNOUNCEMENT MONITORING AND EVALUATION SPECIALIST

Job Title: Monitoring and Evaluation Specialist

Location: Malé, Maldives with occasional travel

Duration of Contract: Initial fixed-term contract of 1 year (with a 3-month probation period) with the possibility of extension

Remuneration: MVR 23,808 - 24,488

Start Date: Immediate

I. Organizational Background

Transparency Maldives (TM) is the country's leading anti-corruption non-governmental organization, and is part of a global coalition sharing one vision: a world in which government, business, civil society and the daily lives of people are free of corruption.

Transparency Maldives received formal government registration in 2007, and is the National Chapter of Transparency International (TI) in the Maldives. Further details of our work can be found [here](#).

II. Position Summary

The Monitoring and Evaluation (M&E) Specialist will work with senior management and project staff to strengthen monitoring, evaluation and learning (MEL) capabilities and effectiveness of the organization. This includes undertaking design and implementation of monitoring tools, collection and management of quality data, creation and review of MEL reports, creation of data visualizations to inform the work of the organization and areas of improvement, and leading the organization's capacity building initiatives on MEL.

III. Key Roles and Responsibilities

The Monitoring and Evaluation Specialist is responsible for:

- Designing, managing, and implementing organization-wide MEL activities – these include, but are not limited to, identifying and customizing appropriate methods and tools for data collection and progress monitoring, developing appropriate indicators for success and innovative methods of project impact measurement, data collection and analysis, sharing best practices and delivering regular MEL trainings for TM staff.

- Ensuring that TM and national partners have timely and accurate measurement of change in conditions in the country or region, including monitoring of socio-economic trends and the country's wider policy, economic or institutional context, to facilitate planning and to draw conclusions about the impact of programmes or policies.
- Collaborating with Grants Manager to provide MEL support to the organization's grant recipients.
- Supporting Program Manager and project teams with drafting and submitting progress reports to donors in a timely fashion.
- Responding to donor evaluations and data quality assessments (DQAs).
- Providing assistance on project proposals, including developing MEL plans, logical frameworks, and performance monitoring plans.
- Keeping abreast of developments in project changes and progress in order to advise and recommend tools and strategies to increase program performance and results.
- Any other tasks as assigned by the line manager.

IV. Key Qualifications:

Required:

- Bachelor's degree in political science, development studies or other relevant field.
- Four years experience in MEL, proposal development, and donor relations.
- Technical knowledge of MEL theory and practical experience in result-based management, logical framework, and theory of change.
- Ability to design MEL tools, surveys, systems and evaluations
- Ability to train and build MEL capacity of others.
- Excellent interpersonal skills, including ability to work independently and as part of a team.
- Proactive, detail oriented, highly organized, and problem solving mindset.
- Ability to work under pressure to meet tight deadlines and work long hours when required.
- Good knowledge of MS Office (in particular Word, Excel and PowerPoint).
- Ability to handle confidential information.
- Professional language proficiency (written and spoken) in both Dhivehi and English.
- Commitment to the values and standards of Transparency International.

Desirable:

- Master's degree in political science, development studies or other relevant field.
- Good knowledge of gender mainstreaming concepts, tools and approaches.
- Good knowledge of political context and human rights issues in the Maldives.
- Knowledge of donor agencies and working with non-governmental organizations.

V. What We Offer:

- The opportunity to become part of the global movement against corruption and make a positive contribution in the field of transparency and accountability working on a wide range of relevant and challenging issues.
- A role with a purpose, working in a team of engaged and enthusiastic colleagues and experts in the field of anti-corruption and driven and united by the desire to fight corruption and achieve significant and large-scale impact.
- A stimulating, dynamic, friendly and flexible working environment.
- A high degree of collaboration and autonomy in an organization that prioritizes well-being of employees.

Closing date for applications: 18 April 2020

Application and selection procedures:

Applicants should send the following documents addressed to Aiman Rasheed, Acting Executive Director, with your name and the position in the subject line to jobs@transparency.mv.

- Cover letter explaining how you meet the requirements of the role and why you are applying (2 pages max).
- Recent CV (2 pages max), with details of relevant experience.
- Names and contact details of two referees.

Only short-listed candidates will be contacted for interviews.

Transparency Maldives is an equal opportunity employer. Selection of staff is made on a competitive basis, and we do not discriminate on the basis of national origin, race, colour or ethnic background, religious belief, sex, gender identity and expression, marital or family status, age or ability. We kindly ask applicants to refrain from including in their application information relating to the above as well as from attaching photos.