



Job description

Job title:	Programme Specialist – Monitoring and Evaluation
Level:	NOC
Position Number:	00176070
Location:	Baghdad
Full/Part time:	Full-Time
Fixed term/Temporary:	Fixed Term
Rotational/Non Rotational:	Non-Rotational
Duration:	One year (renewable)

The Position:

The Programme Specialist, Monitoring and Evaluation (M&E) oversees the monitoring and evaluation activities of the country office working closely with the Monitoring and Evaluation Analyst in Erbil as well as monitoring and evaluation of the Demographic Transition and Family Planning Project. S/he oversees the work of consultants, and establishes and maintains collaborative relationships with counterpart in government, multi-lateral and bilateral donor agencies and civil society to address emerging issues. S/he must effectively influence counterparts from different backgrounds to contribute to achieving UNFPA's mandate.

Internal contact includes the Representative and the Country office program/technical as well as Operations teams. External contacts include other UN agencies in country, donors and counterparts and partners contributing to the implementation of the Country programme activities, including international NGOs, experts, etc.

You will report to the Representative, closely collaborate with the Deputy Representative and maintain collaborative relationships with all programme and project staff as well as administrative and operations team of the Iraq Country Office.

How you can make a difference:

UNFPA is the lead UN agency for delivering a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled. UNFPA's new strategic plan (2022-2025), focuses on three transformative results: (a) ending the unmet need for family planning; (b) ending preventable maternal deaths; and (c) ending gender-based violence and harmful practices, including female genital mutilation and child, early and forced marriage.

In a world where fundamental human rights are at risk, we need principled and ethical staff, who embody these international norms and standards, and who will defend them courageously and with full conviction.

UNFPA is seeking candidates that transform, inspire and deliver high impact and sustained results; we need staff who are transparent, exceptional in how they manage the resources entrusted to them and who commit to deliver excellence in programme results.



Job Purpose:

Working within a large and complex country context , you will support the effective monitoring and evaluation of UNFPA programme in line with the UNFPA Iraq Country Programme Document (CPD) 2020 – 2024.

Employing your monitoring and evaluation expertise, you will be responsible for the coordination and operationalization of results-based monitoring and evaluation. You will have a key role in improving the quality and results orientation of UNFPA-supported policy and programme interventions and in developing national capacity in monitoring and evaluation. You will work closely with the component leads and the country office team and national counterparts to ensure M&E and results based management principles are well internalized and applied in line with the UNFPA Iraq Country Programme Document (2020 – 2024). You will participate actively in M&E mechanisms established as part of the United Nations Sustainable Development Cooperation Framework (UNSDCF) for Iraq (2020-2024).

You would be responsible for:

- Coordinating efforts to establish a results-oriented monitoring and evaluation culture within the country office, and to build the capacity of staff and national counterparts in reporting, monitoring and evaluation.
- Contribute to the preparation of the Country Programmes including multi-agency programmes such as the 3RP and HRP, through the provision of the relevant data and development of indicators for the areas of UNFPA’s mandate
- Coordinating annual work plans monitoring, reviews and reporting in the context of the UNFPA Strategic Plan, 2022-2025, the United Nations Sustainable Development Cooperation Framework (UNSDCF) for Iraq (2020-2024), and the UNFPA Iraq Country Programme Document (2020 – 2024).
- Develop and maintain materials/tools and systems to facilitate data collection for monitoring and analysis as well as reporting
- Taking responsibility for the design and development of a fully-fledged results-oriented monitoring and evaluation system within the country office including: taking the lead in designing and establishing a results-based information management system associated to the output and outcome indicators contained in the Results Framework and the Monitoring and Evaluation Framework (M&EF); directly supervising the CPD Monitoring and Evaluation Plan; and leading the process of drafting the Office Evaluation Plan.
- Leading the process of updating and adjusting (whenever relevant) the Results Framework and the Monitoring and Evaluation Framework (M&EF) with inputs from Office personnel and by means of consultations with relevant partners. You will also make sure that the CPD M&E Plan is yearly reviewed and adjusted.



- Leading and Coordinating the design and implementation of high quality evaluations in line with the methodology for conducting country programme evaluations developed by the Evaluation Branch.
- Oversee the collection of baseline and implementation data to measure the progress of UNFPA supported programmes particularly the Demographic transition and FP project
- Prepare the reports on the status of implementation of UNFPA-supported projects and programmes, including mandatory donor reports including the Demographic transition and FP project together with the project coordinator
- Lead the knowledge management on Monitoring and Evaluation by ensuring that outcome of M&E activities is properly documented and distributed
- Undertaking quality assessment of the evaluation report to ensure its compliance with international professional standards in line with the Evaluation Quality Assessment methodology and template for country programme evaluation developed by the Evaluation Branch.
- Ensuring evaluation findings and recommendations are used to improve programming and decision making.
- Coordinating contribution of the country office to the design and implementation of UNFPA's Strategic Plan 2022-2025, including high quality and timely regional midyear and annual reporting and Country Office Annual Report which contributes to strategic plan results.
- Identifying and participating in knowledge building networks and sharing M&E approaches and tools with CO staff, national partners and consultants.
- Collaborating closely with UN counterparts in the context of UNSDCF to ensure the alignment, simplification and harmonization of planning, reporting, monitoring and evaluation. Representing the country office in monitoring and evaluation working groups in the context of the UNSDCF and other national processes.
- Identifying and using experiential knowledge, research and evaluation findings to build a solid evidence base for UNFPA engagement in national policy dialogue and advocacy.
- Identifying, in collaboration with governmental, non-governmental and development partners, strengths and weaknesses in strategic planning, monitoring and evaluation systems and supporting efforts to fill these capacity gaps.
- Coordinating monitoring and evaluation activities with UNFPA regional office and headquarters as needed.



- Representing country office in RBM/M&E related fora, at national, regional and global levels, including inter-agency monitoring and evaluation working groups.
- Ensuring that all documents related to M&E are properly archived and are accessible both electronic and in print.
- Ensuring appropriate monitoring and oversight mechanisms and systems, including an M&E area on the UNFPA Country Office website are established and implemented.
- Ensure that Country office uses up-to-date and accurate data and information in the designing effective interventions
- Take the lead in preparing the Terms of reference and in designing evaluations; ensure that evaluation results are disseminated and utilized to improve the programme and project design and organizational decision-making
- Provide advice and organize training for UNFPA staff and partners on monitoring and evaluation
- Undertake any other duties as assigned by the UNFPA Representative and the Deputy Representative

Qualifications and Experience:

Education:

- Master degree in social sciences, preferably in public health, population, management, demography, development, gender, economics or public administration, programme /project management, monitoring and evaluation with research experience

Knowledge and Experience:

- At least 5 years of increasingly responsible professional experience in development in providing programme/project management advisory services and hands-on experience on designing, implementation, monitoring and evaluating development projects.
- Excellent knowledge of and experience with results-based management methodologies and tools and research and policy level analysis
- Practical experience in design, monitoring and evaluation of development projects.
- Demonstrated ability for national capacity development
- Excellent inter-personal skills and ability to work effectively in a multicultural and changing environment, communication skills, teamwork, analytical thinking, planning and organizing, time management, creativity and innovation and client orientation
- Familiarity with UN policies and principles will be an advantage.
- Familiarity with government planning processes and systems.



- Experience using office software packages and web-based management systems. Proficiency in current office software applications.

Languages:

Fluency in English and Arabic; knowledge of other official UN languages is desirable.

Required Competencies:

<p>Values:</p> <ul style="list-style-type: none"> • Exemplifying integrity, • Demonstrating commitment to UNFPA and the UN system, • Embracing cultural diversity, • Embracing change 	<p>Functional Competencies:</p> <ul style="list-style-type: none"> • Advocacy/ Advancing a policy-oriented agenda • Leveraging the resources of national governments and partners/ building strategic alliances and partnerships • Delivering results-based programmes • Internal and external communication and advocacy for results mobilisation
<p>Core Competencies:</p> <ul style="list-style-type: none"> • Achieving results, • Being accountable, • Developing and applying professional expertise/business acumen, • Thinking analytically and strategically, • Working in teams/managing ourselves and our relationships, • Communicating for impact 	<p>Managerial Competencies:</p> <ul style="list-style-type: none"> • Providing strategic focus, • Engaging in internal/external partners and stakeholders, • Leading, developing and empowering people, creating a culture of performance • Making decisions and exercising judgment

Compensation and Benefits:

This position offers an attractive remuneration package including a competitive net salary plus health insurance and other benefits as applicable.

Disclaimer:

UNFPA does not charge any application, processing, training, interviewing, testing or other fee in connection with the application or recruitment process. Fraudulent notices, letters or offers may be submitted to the UNFPA fraud hotline <http://www.unfpa.org/help/hotline.cfm>
 In accordance with the Staff Regulations and Rules of the United Nations, persons applying to posts in the international Professional category, who hold permanent resident status in a country other than their country of nationality, may be required to renounce such status upon their appointment.



Workforce diversity:

UNFPA is committed to achieving diversity within its workforce, and encourages all qualified applicants, irrespective of gender, nationality, disabilities, sexual orientation, culture, religious and ethnic backgrounds to apply. All applications will be treated in the strictest confidence.

If interested, please apply before 2 June, 2022 through this

link: https://erecruit.partneragencies.org/psc/UNDPP1HRE/EMPLOYEE/HRMS/c/HRS_HRAM.HRS_CE_GBL?Page=HRS_CE_JOB_DTL&Action=A&JobOpeningId=41867&SiteId=1&PostingSeq=1