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We are pleased to announce the following vacancy:

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## **VA 1512 Consultancy for Monitoring and Evaluation**

**CLOSING DATE:** **Friday, 11 September 2015 at 15:00 hours of Bangkok time**  
**DUTY STATION:** Bangkok, Thailand  
**DURATION:** 3 months, starting in September 2015  
**ORGANIZATION UNIT:** **UNFPA Asia and the Pacific Regional Office**

### **ORGANIZATIONAL SETTING:**

The United Nations Population Fund, Regional Office for Asia and the Pacific (APRO), is seeking an M&E consultant for providing technical support and guidance to the Regional and Country Offices in developing robust RBM frameworks, and quality assurance of implementation of Country Programme Evaluations. The incumbent for this consultancy will work in close collaboration with APRO team and under direct supervision of the Regional Director.

### **Job purpose**

In cooperation with the APRO team, the M&E consultant will contribute to the development and adaptation of RBM frameworks for the new Country programmes (COs) in the region, and will provide quality assurance of UNFPA country programme evaluations in collaboration with the Evaluation Office.

The M&E consultant will work within an integrated and coordinated approach which is fundamental to the Regional Office and UNFPA's overall strategy. The primary roles of the M&E consultant are:

#### **A. Support to Monitoring**

- Advise and provide technical support to Country Offices on RBM frameworks and processes with special focus on Country Offices developing new Country Programmes
- Provide technical support to the Regional and Country Offices, to ensure that the theory of change and appropriate hierarchy of results are applied in the Country and Regional Programmes, and performance and impact indicators and their measurement methods/sources are well identified and aligned to UNFPA's Strategic Plan (SP)
- Ensure the use of results-based indicators at the COs and RO, and ensure that reporting on indicators is based on standardized metadata
- Provide quality assurance of country office and regional programmes planning, monitoring, and reporting in the Strategic Information System (SIS)
- Follow up on the status of reporting on SP indicators in the SIS by COs and RO
- Provide guidance and quality assurance for the management response of 2014 & 2015 Country Programme Evaluations
- Contribute to the formulation of policy indicators

#### **B. Support to Evaluation**

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- Ensure that evaluations follow the methodology for country programme evaluations issued by the Evaluation Office (versions 2012 and 2013)
- Guide the Country Programme Evaluations in compliance with the UNFPA Evaluation Policy and the UN Evaluation Norms and Standards:
  - Provide substantive inputs to the evaluation quality assessment of the draft and final evaluation reports for country programme evaluations utilizing the EQA grid of the Evaluation Office
  - Support the evaluation manager and APRO in the preparation of the management response for recommendations contained in evaluation reports
- Work in collaboration with the Evaluation Office, Regional Programme Adviser, and Regional Technical Advisers in the formulation and implementation of thematic evaluations at the region

### **C. Capacity Development**

- Contribute to the development and adaptation of RBM tools and guidance as well as training materials and manuals in monitoring and support their use for capacity development of partner institutions and UNFPA staff in the region

### **D. Other**

- Carries out any other duties as may be required by the Regional Director and/or the Deputy Regional Director.

### **Required Competencies:**

- I. Values: Exemplifying integrity, Demonstrating commitment to UNFPA and the UN system, Embracing cultural diversity, Embracing change
- II. Core Competencies: 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
- III. Managerial Competencies: Provide strategic focus, engage internal/external partners, lead, develop and empower people, create impact a culture of performance

### **Job Requirements:**

- Advanced University Degree (preferably Ph.D.) in public health, social science, demography, gender, economics, international relations, international development, public administration, management or other related field. The graduate or post graduate degree should preferably include credits in the principles and practice of monitoring and evaluation;
- 10 years of increasingly responsible professional experience, of which five years at the international level. At least five years in health and/or social sciences evaluation; including periodic updating of technical skills;
- Solid knowledge and expertise in monitoring and evaluation are required, including the experience and expertise in monitoring and evaluating the impact of policy level work;
- Strong track record of leadership in managing programme-level evaluations, and proven ability to produce good-quality, demonstrable results is required;
- Programmatic experience, including programme development, planning, monitoring and reporting, is desirable;
- Field experience is a strong asset;
- Ability to network with the academic institutions, professional associations and development community; and

- Excellent verbal and writing skills in English are required. Working knowledge of other UN languages is desirable.

### **Terms and schedule of payment**

A competitive selection process will be applied. Remuneration will be based on experience and qualifications of the incumbent. When travel is required, UNFPA APRO will cover the travel costs in accordance with the UN travel rules and regulations.

UNFPA provides a work environment that reflects the values of gender quality, teamwork, respect for diversity, integrity and a healthy balance of work and life. We are committed to maintaining our balanced gender distribution and therefore encourage women to apply.

### **How to apply**

Candidates should submit the following documents:

1. An application letter which states the candidate's motivation to apply for this post
2. A curriculum vitae, and
3. A completed United Nations Personal History (P 11)

All the above documents must be sent by e-mail to [vac-robangkok@unfpa.org](mailto:vac-robangkok@unfpa.org)

The P11 is available on the UNFPA websites at <http://www.unfpa.org/resources/p11-un-personal-history-form>

**Please quote the Vacancy number "VA 1512 UNFPA APRO". The deadline for application is : Friday, 11 September 2015, at 15:00 hours, Bangkok time**

Due to the total volume of applications only the shortlisted candidates will be contacted.

**Date Issued: Thursday, 27 August 2015**