



We are pleased to announce the following vacancy:

VACANCY NO: VA JID 2324
CLOSING DATE: The closing date is 30 November 2023, at 17:00 hours Bangkok time
POST TITLE: Young and Emerging Evaluator Consultant
CATEGORY: Individual Consultant contract
DUTY STATION: This consultancy is homebased. Mission travel may be required.
DURATION: December 2023-May 2024

Purpose of consultancy:

A national consultant based in Thailand will be hired as a Young and Emerging Evaluator to be in the Evaluation Team to carry out the Regional Programme (2022-2025) Evaluation (RPE) in the Asia and the Pacific region, which will be a part of the global evaluation of the UNFPA Strategic Plan 2022-2025. The Young and Emerging Evaluator is expected to work closely with the Regional Programme Evaluation Team Leader and the Team Member.

Scope of work:

A Young and Emerging Evaluator will be expected to perform the following tasks under the guidance and supervision of the Evaluation Team Leader and with support of UNFPA evaluation manager:

- Ensure the completion of assigned tasks as per agreed timelines and evaluation standards of UNEG/UNFPA.
- Work closely with the Evaluation Team on the development and finalisation of the RPE inception note (e.g. support a review of background documents, development of data collection tools);
- Support data collection at the Asia and Pacific Regional Office based in Bangkok and in the field, as required (e.g. co-facilitating interviews with stakeholders, taking notes);
- Contribute to data analyses and write up of sections of the RPE report as agreed with a Team Leader and with inputs from key stakeholders (support analyses of certain areas under the guidance of other evaluation team members);
- Contribute evidence gathered to the global evaluation of the Strategic Plan and use it to prepare the RPE report;
- Regular engagement with the evaluation team and managers;
- Engage actively in the stakeholder/recommendations workshop (e.g. co-presenting, co-facilitating a discussion, taking notes);
- Support key dissemination activities of evaluation results (e.g., presentation of the results evaluation to key stakeholders).

Duration and working schedule: 40 working days during December 2023 – May 2024

Place where services are to be delivered: The consultant is expected to be based in Thailand and work remotely with the RPE Team Leader and the Team Member with missions to the Asia and Pacific Regional Office in Bangkok and select country offices, as necessary.

Delivery dates and how work will be delivered:

The indicative timeline of the evaluation is provided in the Terms of Reference of the global evaluation of the UNFPA Strategic Plan 2022-2025.

In particular, the consultant will be responsible for completing the following key deliverables of the evaluation by the deadlines listed below:

- Brief inception note for RPE: 31 December 2023
- Data collection: January - March 2024



- Draft Regional Programme Evaluation Report: 30 April 2024
- Final Regional Programme Evaluation Report: 30 June 2024

The deliverables are expected to be submitted electronically.

Monitoring and progress control:

The Regional Monitoring and Evaluation Advisor will manage the consultancy and monitor the consultant's completion of deliverables. A Young and Emerging Evaluator will directly report to an Evaluation Team Leader.

Payment will be released upon approval of the respective key deliverables:

- Brief RPE Inception Note: 30% of total payment
- Draft RPE Report: 40% of total payment
- Final RPE Report: 30% of total payment

The key deliverables of the evaluation will be subject to UNFPA evaluation quality assurance and assessment guidance as well as UNEG standards and norms. The evaluation report will also undergo an ex-post quality assessment by an external assessor.

Supervisory arrangements:

The Young and Emerging Evaluator will be supervised by the Evaluation Team Leader and will be supported by the Evaluation Team member. The Regional Monitoring and Evaluation Advisor will provide support and guidance.

Expected travel:

Asia and the Pacific Regional Office in Bangkok and to select country offices, as necessary (to be determined at the design phase).

Required expertise, qualifications and competencies, including language requirements:

The Young and Emerging Evaluator is expected to be under 35 years of age and to meet the following minimum qualifications:

- Master's degree in development studies, population studies, social studies, health or other related fields;
- At least three years of experience working in the programme monitoring and evaluation or in research in areas relevant to UNFPA's mandate, such as sexual and reproductive health and rights, gender equality and women's empowerment (prevention and response to gender-based violence and harmful practices), youth development, and population dynamics.
- Previous experience of conducting evaluations is desirable;
- Proven skills in evaluation or research methodology and analysis, including quantitative and qualitative techniques.
- Excellent organizational, communication and data visualization skills;
- Demonstrated ability to work in a multi-cultural team;
- Excellent command in written and spoken English.

How to apply:

Candidates should submit the following documents:

- CV (please provide information about education and work experience in details)
- Motivation Letter

All the above documents must be sent by e-mail to vac-robangkok@unfpa.org.



Please quote the Vacancy number JID 2324 UNFPA APRO. The deadline for application is 30 November 2023 at 17:00 hours, Bangkok time.

UNFPA will only be able to respond to those applications in whom UNFPA has a further interest.

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

Notice: There is no application, processing or other fee at any stage of the application process. UNFPA does not solicit or screen for information in respect of HIV or AIDS and does not discriminate on the basis of HIV/AIDS status.

Issue date: 22 November 2023