**Monitoring and Evaluation Consultant ToR**

Consultant: Monitoring and Evaluation Consultant

Division / Department: ICT-Trust Fund – MCIT/UNDP

Programme name: Nubia Integrated Development Project

Location(s): Cairo - Aswan

Duration of assignment: 3 months

Expected Start Date of Assignment: November, 2015

**Position Summary:**

       The Monitoring and Evaluation (M&E) consultant is responsible for assisting the Project Director in documenting changes to the project Performance Monitoring Plan (PMP) and/or indicators and develop the project Final report to be presented for the project donor.

He/she will monitor the completion of the project modules; analyze collected data of the indicators in the project. He/she may also assist PMs directly to present information on developing project activities.

**Major Duties and Responsibilities:**

* Analyze and evaluate data to ensure achievements of objectives and develop presentations and written products on the findings
* Prepare consolidated final report for the project Donor including identification of problems, causes of potential bottlenecks in implementation, and providing specific recommendations;
* Promote a results-based approach to monitoring and evaluation, emphasizing results and impacts

**Qualifications, Skills and Attributes:**

• A university degree in a related field. A postgraduate degree is an advantage.

• Minimum of five (5) years of progressively responsible professional work experiences in program monitoring and evaluation.

• Proven experience in strategic approaches for program monitoring and evaluation and assessment of best practices and lessons learned.

• Solid experience in monitoring and evaluation methodologies including quantitative and qualitative approaches.

• Facilitating learning-oriented analysis and presentation sessions of M&E data with multiple stakeholders.

• Familiarity with and a supportive attitude towards processes of strengthening organizational M&E and reporting capacity.

• Excellent spoken and written English and Arabic.

**To apply:**

Applicants are requested to include the following with their CV:  A cover letter stating their interest in and qualifications for the position. Names and contact information of at least three references and a writing sample of their previous work.