



M&E Training & Project Learning Expert

- **Vacancy for:** 1
- **Posted on:** July 1, 2017
- **Deadline:** Feb. 2, 2016, midnight

Basic Job Information

Job Category : NGO / INGO / Social work
Job Level : mid
Job Location : Kathmandu
Offered Salary : None

Job Specification

Experience Required : Not Required

Other Specification

-

Job Description

The M&E Training and Project Learning Expert is responsible for using innovative and evidence-based training techniques to engage and maximize learning in M&E topics among groups of multi-cultural participants from various sectoral backgrounds and with varying levels of M&E experience.

The M&E Training & Project Learning Expert is a senior Nepalese employee of USAID/Nepal's MEL project, reporting directly to the Chief of Party (COP) and Deputy COP.

Responsibilities

The M&E Training & Project Learning Expert's principal responsibility is to direct, coordinate and conduct the MEL project's capacity building activities, including:

- (1) core course modules comprising specific M&E competencies required of USAID technical staff and M&E Points of Contact (POCs) among selected staff of IPs;
- (2) supplementary quarterly M&E course modules with credentialed access to online training in the core M&E competency areas for USAID and/or IP staff;
- (3) on-the-job training of Mission and IP participants in core M&E topics during ongoing support provided by the project (e.g., DQAs, M&E Plan reviews, peer review of evaluation SOWs, etc.); and
- (4) training support for the integration of IPs into the AID Tracker Plus information system.

The M&E Training & Project Learning Expert is also responsible for supporting implementation of the Knowledge Management (project learning) tasks of the MEL project, as assigned by the COP or DCOP.

The M&E Training & Project Learning Expert also contributes as an integral member of the MEL technical team in carrying out ongoing monitoring & evaluation tasks, and preparing reports as programmed in the project's annual work plans, as assigned by the COP or DCOP.

Qualifications

As a senior member of the MEL staff, the M&E Training & Project Learning Expert meets or exceeds the following qualifications:

- PhD in education or social sciences with at least 8 years of relevant experience, or Masters in similar fields with at least 12 years of relevant experience.
- At least five years of experience working in the development sector with focus on capacity building, preferably in monitoring, evaluation and learning (MEL)

- Experience working with international organizations, preferably USAID, including coordination and conduct of capacity building and facilitation
- Experience using and training on computer applications relating to portal-based data entry, verification, aggregation and reporting, as well as Microsoft Office applications
- Excellent organizational, oral and written communication skills in English (a recent writing sample will be required)
- Ability to work as an integral part of a professional team, set priorities and handle a high volume of activities

TO APPLY,

Interested candidates are encouraged to apply with application and updated CV to vacancynep016@gmail.com by CoB Monday, 2 February 2016. Please include a list of three references with contact points (mobile number and email). Female candidates are highly encouraged to apply.

OR,

Applying Procedure

Apply Link : <https://merojob.com/me-training-project-learning-expert/>

Generated By

