

Director of Monitoring, Evaluation, Collaboration, Learning and Adapting

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Company: PRI

Location: Lusaka

Category: other-general

Overview

Our client in the NGO sector, USAID funded project is looking to hire a, Director of Monitoring, Evaluation, Collaboration, Learning and Adapting (USAID experience)

Role Summary

This role entails strategic leadership on Project implementation and performance management, supporting the Chief of Party (COP) to track progress against stipulated goals, objectives, and approved work plans. S/he will support strategic planning and decision making on Project implementation, conduct Project performance reviews, implement the Project's learning and adaptation agenda, and coordinate with external stakeholders.

Responsibilities

Leadership

Support the COP and Director of Finance and Admin in Project decision making and planning to ensure successful implementation of the Project.

Facilitate work planning sessions and engage staff to design and implement Project activities that align with the Project theory of change and results frameworks; design/update results frameworks.

Collaboration, Learning and Adaptation

Provide strategic leadership for the Project functions, learning, and knowledge management.

Implement Project learning agenda; oversee documentation and communication of adaptive management process.

Lead quarterly and annual /pause and reflect sessions; guide team to track and implement action items to build on successes.

Monitoring, Evaluation and Reporting

Implement the Activity Monitoring, Evaluation and Learning Plan (AMELP); oversee monitoring system and reporting of Project performance toward indicator targets.

Liaise with USAID MEL experts, the Project Contracting Officer's Representative (COR), and other USAID contacts to conduct in line with Mission objectives.

Oversee data collection, data storage and management, analysis, and compilation for reporting on indicator targets in line with data quality requirements stipulated in USAID policies and guidelines.

Specific Qualifications:

Minimum of 10 years of relevant professional experience designing and implementing activities, including demonstrated leadership in prior roles.

Experience leading and facilitating participatory analysis and workshops to inform and adaptive management.

Prior experience on a donor-led project in private sector development, enterprise development, or trade/investment promotion in Zambia

Fluency in English; fluency in Zambian languages ideal

Team leadership and management experience in a project or program of similar complexity (minimum of three years)

Understanding of/Experience with Market Systems Development principles

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