Job Title: Monitoring and Evaluation Officer

International Labour Organization

Grade: NOA
Vacancy no.: BEY/DC/2021/11
Publication date: 12 March 2021
Application deadline (midnight local time): 26 March 2021

Job ID: 5805
Department: RO-Arab States/DWT-Beirut
Organization Unit: RO-Arab States/DWT-Beirut
Location: Baghdad
Contract type: Short Term
Contract duration: 6 months (with possibility of extension subject to availability of funds)

Under article 4.2, paragraph (e) of the Staff Regulations, the filling of vacancies in technical cooperation projects does not fall under Annex I of the Staff Regulations and is made by direct selection by the Director-General.

In order to support the best informed process in the filling of the above-mentioned vacancy by direct selection, the ILO invites interested candidates to submit their application online by the above date.

The following are eligible to apply:
- ILO Internal candidates in accordance with paragraphs 31 and 32 of Annex I of the Staff Regulations.
- External candidates*

*The recruitment process for National Officer positions is subject to specific local recruitment and eligibility criteria.

Technical cooperation appointments are not expected to lead to a career in the ILO and they do not carry any expectation of renewal or conversion to any other type of appointment in the Organization. A short-term contract will be given. Extensions of technical cooperation contracts are subject to various elements including the following: availability of funds, continuing need of the functions and satisfactory conduct and performance.

*Conditions of employment for external candidates: In conformity with existing ILO practice, the appointment of an external candidate will normally be made at the first step of this grade. The entry level salary for this position is US $ 41683.- yearly.

Introduction

Prior to COVID-19, Iraq was facing internal socio-economic development challenges such as weak economic growth, increase in poverty and inequality, unemployment rate particularly among youth and women, weak labour market governance, and most importantly lack of comprehensive social protection systems. The socio-economic impact of the COVID-19 has put Iraq at a great disadvantage, and further exposed those vulnerabilities and exacerbated the long-term structural challenges.

The project “Enhancing Labour Governance, Inspection and Working Conditions In Response to COVID-19 Phase I” will contribute to the socio-economic development of the Republic of Iraq by enhancing the application of International Labour Standards and national labour legislation and by promoting social dialogue, social justice, and decent work. It will respond to decent work priorities at the national and governorate level and will design and rethink approaches to mitigate the impact of COVID-19 on Iraq’s labour market through resilience and decent work.

The project will also develop and implement a compliance model in the agriculture sector to benefit workers through improved working conditions, skills development and opportunities. Interventions will also support longer-term institutional change, including through implementation of agricultural worker bylaws, development of an agriculture worker’s union and collective bargaining agreements.

Reporting lines:
Under the overall guidance and supervision of the ILO Country Coordinator for the Republic of Iraq, and direct supervision of the Project Manager, the Monitoring and Evaluation (M&E) Officer will perform the following tasks:
Description of Duties

1. Ensure data quality and validation of the overall project’s M&E system and oversee all aspects of the performance measurement support for the project.
2. Create and implement a comprehensive Monitoring and Evaluation Plan including a framework and tools for the monitoring, performance tracking and evaluation of project activities, and a data quality assurance processes to ensure the timeliness of data entry and analysis, ensuring harmonized data collection systems; based on ILO and EU M&E requirements.
3. Collect data on a regular basis to measure achievement against the performance indicators, check data quality with partners, maintain and administer the M&E database, analyse and aggregate findings. Review the performance of existing data collection and management information systems and recommend further improvement of the logical frameworks particularly in the areas of performance indicators and their measurement.
4. Support the Project Management in implementing the key project performance indicators (PI) as well as monitoring them throughout the duration of the project.
5. Support the Project Management in reviewing key project documents including logical framework and theory of change.
6. Support the project team to ensure that donor, partners’ queries are addressed in an accurate and timely manner.
7. Suggest strategies to the Project Management for improving the efficiency and effectiveness of the project by identifying bottlenecks in completing project activities and developing plans to minimize or eliminate such bottlenecks.

Required qualifications

Education

First level university degree (Bachelor’s or equivalent) in economics, statistics, management, social science or in other field of study relevant to this job. Training on results-based planning, project cycle management, quantitative and/or qualitative methodology data collection and analysis, and monitoring and evaluation methodologies is an advantage. An advanced certificate or post-graduate degree or relevant work experience in M&E, statistics, or economics will be as asset.

Experience

At least one to two years of professional experience at the national level in the design and implementation of M&E in development projects. Familiarity and previous work experience with the ILO or other UN agencies would be an added advantage.

Languages

Excellent command of English and Arabic.

Competencies

1. Excellent knowledge of results-based management.
2. Excellent knowledge of PC software (including Word, Excel, PowerPoint and other data analysis and presentation software).
3. Knowledge of programme and budget, project administration and evaluation concepts and procedures and of the mandate and structure of labour market institutions in Viet Nam
4. Knowledge of the office’s financial rules and regulations
5. Good knowledge of the context and challenges for the project areas of expertise
6. Strong management and organizational skills
7. Excellent analytical skills.
8. Ability to interpret and work within applicable rules, regulations, policies and procedures.
9. Ability to identify and analyse information needs and classify them according to ILO standards.

Recruitment process

Please note that all candidates must complete an on-line application form. To apply, please visit the ILO Jobs website. The system provides instructions for online application procedures.

Fraud warning

The ILO does not charge any fee at any stage of the recruitment process whether at the application, interview, processing or training stage. Messages originating from a non ILO e-mail account - @ilo.org - should be disregarded. In addition, the ILO does not require or need to know any information relating to the bank account details of applicants.