



ToRs –Monitoring and Evaluation Expert

Job description

Job title	Monitoring and Evaluation	Type of contract	Fixed-term 3 years contract (renewable subject to a satisfactory performance evaluation)
Duty station	N'Djamena, Chad	Staff under his/her responsibility	XXX
Supervisor	Head of Division Cooperation and Projects	Category	C4 of the LCBC working regime

ABOUT LCBC

The Lake Chad Basin Commission (LCBC) is an Inter-State Organization which was established on the 22nd of May 1964 by the four Lake Chad riparian countries, namely Cameroon, Chad, Niger, and Nigeria. The Central African Republic (CAR) and Libya have joined the Commission in 1996 and 2008 respectively, with the aim of promoting cooperation and management of water and other environmental resources in the Lake Chad Basin. Its mandate includes (i) the sustainable and equitable management of the waters of Lake Chad and other transboundary water resources in the Lake Chad Basin; (ii) the conservation of the ecosystems of the Conventional Basin; (iii) the promotion of regional integration, the preservation of peace and security in the Conventional Basin. This is particularly through the implementation of projects and programs aimed at improving access to drinking water, strengthening the resilience of populations to climate change and consolidating peace and security in the region. In recent decades, however, the LCBC has been facing complex multidimensional challenges such as environmental degradation, poverty, insecurity, drastic reduction in the surface area of the lake, due to droughts, undue exploitation of resources and climate deterioration, etc.

THE FUNCTION

Under the direct supervision of the Head of Division of Cooperation and Project, the Monitoring and Evaluation Expert is mainly responsible for ensuring that projects and programs are effective, efficient, and achieving their intended outcomes, providing valuable insights for decision-making and strategic planning

THE ROLE

Monitoring and Evaluation (M&E) Expert plays a crucial role in assessing the performance and impact of projects, programs, and policies/Strategies implementation in the Commission.



KEY RESPONSIBILITIES

The main duties and responsibilities of this position include, but are not limited to, the following:

- Developing and/or implementing frameworks and systems to monitor and evaluate the effectiveness and efficiency of projects and programs. This involves defining indicators, setting targets, and establishing data collection methods;
- Design and ensure the implementation of results-based monitoring and evaluation system for projects and programs;
- Examine monitoring reports, analyze them and identify the causes of any bottlenecks in project and program implementation and propose possible solutions;
- Ensuring that M&E practices comply with relevant standards, guidelines, and regulations, and aligning with the Commission or donor requirements;
- Engaging with stakeholders, including beneficiaries, project staff, and donors, to gather feedback and ensure that M&E activities are responsive to their needs and expectations;
- Monitoring ongoing project activities to ensure they are on track and making necessary adjustments to address any issues or challenges;
- Learning and Improvement: Using evaluation findings to promote organizational learning and continuous improvement, helping to refine strategies and approaches for better outcomes ;
- Providing actionable recommendations based on evaluation findings to improve project design, implementation, and impact.
- Consolidate activity reports on the basis of the reports provided by each Division/Department/Projects/Programs to draft the annual activity report on the basis of the data provided;
- Contribute to the elaboration of the Commission Annual Work Plan and Budget
- Contribute to the preparation of the Lake Chad Basin Annual Monitoring Report (AMR);
- Execute any other function assign to you by the Commission.

QUALIFICATIONS AND EXPERIENCE

- Master's degree in Public Administration, International Development, Social Sciences, Statistics, Development Studies, Project Management or any other relevant domain;
- Have at least ten (10) years of professional experience in monitoring and evaluation, including hands-on experience with data collection, analysis, and reporting. Experience in similar fields like research or project management can also be valuable.;
- Proficiency in data analysis tools and software (e.g., SPSS, R, or Excel) is crucial for analysing quantitative and qualitative data;
- Knowledge of various evaluation methodologies and approaches, including qualitative and quantitative methods, impact evaluations, and performance assessments;



- Strong skills in writing clear, concise, and comprehensive reports to communicate findings and recommendations effectively ;
- Good written and verbal communication skills to effectively present findings and interact with stakeholders ;
- Ability to critically analyze data, identify trends, and draw meaningful conclusions ;
- Good command of the English or French language. Mastery of both languages will be an advantage.
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- Proven computer skills, including the use of MS Office;
- Commitment to high ethical standards, integrity and transparency;
- Age limit: Not more than 44 years old as at the date of application.

To apply, please send your application (Letter of motivation, Curriculum Vitae, Criminal records dated less than 3 months, officially certified copies of diplomas and work certificates, with 3 employer reference persons (preferably last or recent employers), by 31 August 2024, with the words "Application for the position of Modeler" at the LCBC Executive Secretariat, Rond-Point de la Grande Armée, N'Djamena, Chad – P.O. Box 727 or by email at : vacancy@cblt.org

Please note that LCBC guarantees equal opportunities for everyone, promotes the diversity of its team and a zero-tolerance policy for bribery and corruption. In addition, it does not accept any payment as part of this recruitment process. Only shortlisted candidates will be contacted.

In the event of a final selection, the following will be required:

- *The originals of the highest diplomas declared;*
- *A copy of the police records dated less than three months;*
- *A medical check-up and follow-up certificate issued by an occupational physician;*
- *Other personal documents (civil status certificates of family members, etc.)*