

We are currently looking for **TRAINEES** to support our Evaluation Department to start in June or July 2018 for **3 to 6 months**

Publication date: 22/05/2018

ADE is one of Europe's leading evaluation companies. ADE is based in Louvain-la-Neuve, near Brussels, Belgium.

It supports decision-makers in formulating, monitoring, implementing and evaluating **public policies and strategies**. ADE has three main thematic departments:

- Evaluation
- Macro-economic reforms and Regional development
- Rural development and agriculture



ADE is specialized in **strategic evaluations** focusing on policy makers. We are also specialized in **impact evaluations** using mixed-methods approaches, in which we collect and use first hand data to conduct statistic and econometric analysis.

Examples of evaluations conducted by ADE include the following:

- Evaluation of the EIB Africa-Caribbean-Pacific Investment Facility (ongoing)
- Impact Evaluation in Rwanda – Programme against Vulnerability (ongoing)
- Impact Evaluation in Morocco – Women Entrepreneurship (ongoing)
- Evaluation of the EU humanitarian interventions in India and Nepal (2018)
- Evaluation of the Belgian cooperation support to the private sector (2018)
- Evaluation of the African Development Bank support to agricultural value chains (2017)
- Evaluation of the EU Approach to building Resilience in African Drylands (2017)
- Evaluation of the EU humanitarian response to the Syrian Crisis (2016)



WE OFFER

- A challenging internship, as part of your studies
- An opportunity to gain experience within a leading consulting team in the area of high-level public policies and strategies, notably in the evaluation of investment facilities to developing countries
- An opportunity to gain experience in working with major donors, such as the EU
- An opportunity to work in an international environment with highly-qualified colleagues
- The possibility of developing your skills as a professional consultant and of applying them to a range of different sectors, both in Europe and worldwide.

MAIN RESPONSIBILITIES

- Participation in the evaluation studies conducted by ADE, particularly in respect of:
 - Data collection and research
 - Quantitative and qualitative research and analysis (including statistics analysis for a trainee in impact evaluation)
- Participation to impact evaluation design (for a trainee in impact evaluation);
- Active research support on different evaluations;
- Contributing to other ADE activities, including support to proposal writing and general business development.

PROFILE

MAIN SKILLS REQUIRED

- Currently studying for a Master's university degree, preferably in Economics, Finance or Evaluation (student status required)
- Strong analytical skills
- Solid capabilities in qualitative and quantitative data analysis
- Good writing skills
- Organisational and planning skills
- Experience or at least interest in data analysis and data collection
- Strong interpersonal skills and ability to work in teams
- Good command of the main computer software packages (Word, PPT and Excel)
- An excellent level of written and spoken English.

WOULD BE AN ASSET:

- Experience in evaluation of public policies
- Knowledge and understanding of development cooperation or humanitarian aid issues
- Knowledge and understanding of the functioning of EU institutions and key EU policies
- Knowledge and understanding of impact evaluation (for the trainee in impact evaluation)
- Knowledge of statistical software packages (e.g. SPSS, R, Stata), survey tools, and big data analysis
- Knowledge of French; knowledge of other languages.

APPLICATIONS

Interested candidates are welcome to send their application (CV and 1-page covering letter) in English to donatienne.desirant@ade.eu by **15 June 2018**. We will process applications as soon as we receive them. Please indicate in your covering letter the channel through which you learned about this opportunity. Only short-listed candidates will be contacted.