

Call for Expression of Interest:

Consultancy for the development of the UNESCO IOS Synthetic review of evaluations 2021

UNESCO Internal Oversight Service, Evaluation Office, Paris, France
<http://www.unesco.org/ios>

Duration of assignment: an estimated number of 35 - 40 professional working days over a period of 3 – 4 months

Start of assignment: March 2021

Background:

The UNESCO Internal Oversight Service (IOS) provides the Director-General with independent and evidence based advice on improvements needed in strategy, design, delivery and operations of UNESCO activities.

The IOS Evaluation Office is seeking a consultant to review UNESCO corporate evaluations (primarily at strategic, thematic/portfolio level) and decentralised devaluations (primarily at project level) in the fields of education, culture, natural and social and human sciences, as well as in the field of communication and information that were completed over 2020/early 2021 and produce a synthetic review report. The results of the synthetic review will be presented to the 212th session of the Executive Board in autumn 2021.

Description of Responsibilities:

Under the authority of the Director of IOS and the Evaluation Office, the main tasks of the consultant shall include:

- reviewing approximately 25-30 evaluation reports (indicatively up to 15 decentralized evaluations and up to 15 corporate evaluations);
- analysing and synthesizing the information contained in the reports into three broad areas: programme results (against the Organization's Expected Results (i.e. outcomes) as defined in the UNESCO Programme and Budget (40 C/5) for 2020/21); performance against OECD/DAC evaluation criteria; cross-cutting achievements and challenges;
- assessing/validating the quality of the reports in particular against the UNEG Quality Checklist for Evaluation Reports;
- producing a report of 30 pages maximum excluding annexes, including a visual depiction of the evaluation portfolio, as well as visuals and other communication outputs, such as a two pager and /or infographics.

Required qualifications:

- University degree at Masters level or equivalent in Social Sciences, Political Sciences, International Development, Public Policy, Management/Business Management, Project /Programme planning and Management; Evaluation or any related field;

- 7-10 years of professional experience in the field of evaluation and/or other relevant field;
- Knowledge of and experience in applying qualitative and quantitative data analysis techniques and Results Based Management (RBM) principles;
- Knowledge and understanding of issues related to the international development context and global trends in particular relating to Agenda 2030;
- Excellent analytical and demonstrated excellent drafting skills in English: ability to collect and analyze information, to synthesize ideas and feedback and prepare reports in a clear and concise manner;
- Excellent communication skills, ability to maintain effective working relationship in a multicultural working environment.

Desired Qualifications:

- Degree and /or working experience in any field related to UNESCO's mandate (education, natural and social sciences, culture and /or communication and information);
- At least five years of working experience acquired at international level or in international settings;
- Solid experience in project and/or programme planning and management;
- Knowledge and understanding of the UNEG quality criteria for evaluations and/or prior experience in quality assurance of evaluations in the UN context;
- Experience in managing and analysing high amounts of complex quantitative and qualitative data;
- Understanding and knowledge of the UN mandates in relation to Human rights, Gender equality, and inclusion;
- Knowledge of the UN system and/or work experience in the UN;
- Advanced IT skills, including for the production of visuals and infographics;
- Working knowledge of French.

How to apply:

Please send a technical proposal of not more than 10 pages including a curriculum vitae, a detailed methodology and approach and a financial proposal to ios@unesco.org with the subject line "UNESCO IOS Evaluation Consultancy – Synthetic Review 2021" **by 24 February 2021**, midnight Paris time.

The technical and financial proposals need to be sent as separate attachments.