

Career Opportunities: Monitoring, Evaluation, Accountability and Learning (MEAL) Advisor (10045)

Requisition ID **10045** - Posted **07/09/2021** - **Programs (ONL_PROG)** - **Learning, Innovation and Knowledge (50008528)** - **The Hague (NLD_HAG)** - **Monitoring, Evaluation & Learning - The Netherlands**

Oxfam is a global movement of people working together to end the injustice of poverty. This means that we tackle the inequality that keeps people poor. Together we save, protect and rebuild lives. When disaster strikes, we help people build better lives for themselves and for others. We take on issues like land rights, climate change and discrimination against women. And we won't stop until every person on the planet can enjoy life free from poverty.

We are an international confederation of 21 organisations (affiliates) plus the Oxfam International Secretariat, all working together with partners and local communities in the areas of humanitarian, development and campaigning, in more than 90 countries. All our work is led by our core values: Empowerment, Accountability, Inclusiveness, Courage, Solidarity and Equality.

General Information

Deadline for Applications: 26 September 2021 (midnight, CET)

Unit: Learning, Innovation and Knowledge
Department: Programs
Duty Station: The Hague, The Netherlands
Job Grade: 9
Working Hours: 36 hours per week

Description of the Department

The core responsibility of the Programs Department is to achieve impact. The department designs, supports and manages our program, projects and global campaigns that help achieve our 10-year vision of an inclusive (Equal), secure (Safe), equitable (Fair) and sustainable (Green) world in an efficient and effective manner, ensuring high quality. The department is also responsible for engaging with institutional donors and leads on program quality and learning frameworks.

Purpose of Unit

The unit supports, connects and collaborates with colleagues and partners to ensure impactful multi-country programs based on sound methodologies, evidence of progress towards objectives, and lessons learnt on what works for our Equal, Green, Fair and Safe goals. This is achieved within and beyond the Oxfam confederation through the team's expertise and by influencing and challenging the culture and practice around monitoring, evaluation, accountability and learning (MEAL), Research, Innovation and Knowledge & Learning.

Job Summary

As MEAL Advisor/Officer, you will be part of a pool of experts that delivers services to projects. This consists of delivering a direct and operational contribution to the development and implementation of the MEAL aspects of projects. The MEAL Advisor/Officer manages and coordinates the further development and implementation of MEAL strategies and plans, in close collaboration with Oxfam colleagues and local partners in southern countries. You contribute to Oxfam Novib's knowledge-based processes and enable continuous learning and adaptive management. You provoke critical thinking inside programmes through rigorous MEAL and facilitating learning across themes to increase our impact at scale.

Key Tasks

- Rolling out of MEAL plans, training teams in data collection tools and MEAL methods and supporting project teams and local partners to implement MEAL plans;
- Supporting and training project teams and local partners to implement MEAL frameworks (based on inclusive, and where possible gender- and age disaggregated, data collection methodologies and tools) and TOCs;
- Collating indicator totals, and analysing the MEAL data to facilitate reporting and disseminating results at project level;
- Supporting local partners and country offices in elaborating monitoring reports according to donor requirements and overall monitoring reports for multi-country programs.
- Organize mid-term and final evaluations across domains (in close cooperation with the research team).
- Ensuring MEAL contributes to the gender transformation goals of programs, by supporting teams to use established tools and methodologies or ensuring that a capacity strengthening trajectory is developed for programs.
- Supporting teams in sense making and in harvesting key learning, by enabling them to formulate their learning agendas and implement them. Ensuring learnings are disseminated via tools such as shared digital platforms and webinars.

Knowledge and Experience

Education: A first-level university degree (e.g. Bachelor; HBO) in a relevant field is required.

Experience: At minimum of three (3) years of experience in a similar role is required.

Languages: Fluency in English is required. Working knowledge of other languages is considered an asset.

Skills and Abilities

- Demonstrable skills and experience with monitoring, outcome/impact evaluations and learning (MEL), and particularly with MEL methodologies appropriate for influencing and for (online) public campaigning;
- Experience with outcome harvesting is an asset;
- Outstanding social and intercultural skills and experience in collaboration with a diverse set of organisations, each with their unique profile and level of capacity;
- Knowledge on how to translate gendered differences in interests and possibilities in MEL frameworks and tools;
- Experience in working in international organisations and/or (global) networks;
- Experience in working in a result-oriented manner and strong planning and organisational skills;
- Strong experience and good understanding of facilitating learning, including experience in designing and delivering trainings as well as knowledge management;
- Ability to manage multiple priorities, work under pressure and deadlines;
- Ability to communicate and influence effectively with teams and individuals;
- Work well in a team as well as independently and show initiative;
- Excellent analytical skills and demonstrable ability to think strategically, innovatively and practically;
- Good communication skills, including inter cultural skills;
- Knowledge of web-based platforms and applications and how they can be used for MEL is an advantage;
- When the situation allows for it, ability and willingness to travel for periods of 1-2 weeks.

What we Offer

For initial appointments, Oxfam Novib offers a contract of maximum one year with possibility of extension. The position is based in The Hague, The Netherlands. Oxfam is committed to providing a fair and competitive pay and benefits package that is justifiable to our donors. This position is classified in scale 9. The gross salary range is between € 2.911 to € 4.479 on the basis of 36 hours per week. Benefits typically include annual pay increases, performance-related salary increases, holiday allowance, contributions to commuting costs, vacation days, parental, care and special leave, a private bicycle scheme, pension scheme, etc.

Additional Information

- If you have any questions about the job description, please contact Josine Stremmelaar, Unit Manager, at Josine.Stremmelaar@oxfamnovib.nl
- Only applications submitted before the closing date and through our recruitment portal will be considered. Only applicants under serious consideration for a post will be contacted.
- This vacancy is posted both internally and externally at the same time, however with equal suitability, the internal candidate will be preferred.
- Although we are currently working remotely, upon appointment, you will be expected to be located in the duty station and to have a valid work permit. Oxfam Novib is unable to provide visa sponsorship at this time.
- Applications from qualified candidates from all gender identities, sexes, sexual orientations, races, colours, religions, cultures, abilities, etc. are encouraged.
- Oxfam aims to attract a diverse mix of talented people that share our standards, values, principles, and are committed to prevent and eradicate any type of misconduct including sexual harassment, exploitation and abuse, any other type of misuse of power or lack of integrity and financial misconduct. We are committed to promoting the welfare of children, young people and adults. High priority is placed on ensuring that only those who share and demonstrate our values are recruited to work for us.
- All offers of employment will be subject to satisfactory references and may be subject to appropriate screening checks, which can include criminal records and terrorism, finance checks, or integrity screenings/references relating to misconduct and disciplinary actions in prior employment.
- Oxfam Novib retains the discretion to not make any appointment to this vacancy, to make an appointment at a lower grade, or to make an appointment with a modified job description.