

ALNAP

Terms of Reference / Request for Expressions of Interest

Evaluation Synthesis Lead:

State of the Humanitarian System 2026 & thematic evaluation syntheses

Deadline: 30 March 2024

Applications should be sent by email to alnap@alnap.org by midnight UK time on 30 March 2024. Only short-listed candidates will be contacted for interview.

Interviews for short listed candidates will take place during the week of 15th April 2024.

If you have questions about the scope or qualifications for this work, please get in touch with ALNAP SOHS program manager, Daniel Squire: d.squire@alnap.org

1. Consultancy In brief:

ALNAP is seeking to engage a consultant or small team of consultants on a part time and long-term basis, over 2024-2026 to produce up to 3 thematic evaluation syntheses as well as oversee the evaluation synthesis component for the 2026 State of the Humanitarian System (SOHS) report (for background on the State of the Humanitarian System report see below)

2. About the work:

The consultant(s) will work closely with ALNAP M&E staff and the SOHS research team to:

- Identify topics, develop and publish one thematic evaluation synthesis per year over 2024 to 2026.
- Develop the framework of analysis for the SOHS evaluation synthesis.
- Undertake and deliver the evaluation synthesis for the 2026 SOHS (to be completed by September 2025).
- Deliver presentations of the above work as and when requested.
- Provide advice and briefings to ALNAP members on the above work and findings, as and when requested.

We anticipate a successful team will feature a well-established, senior lead, working with 1-2 junior level researchers/evaluators to support on reading and coding documents. We also welcome individual applications from those with adequate experience and seniority whom we can pair with internal ALNAP research support.

We foresee this being a substantial engagement, occupying 60-90 contracted days (in total either for an individual or a consulting team) per annum, for 3 years. We will offer a contract initially for one thematic synthesis, to be completed by October 2024. Upon satisfactory delivery of this synthesis, ALNAP will extend this contract to include the SOHS synthesis and the further 2 thematic syntheses.

For reference, please see our recently published evaluation synthesis on the HDP nexus, as an example of the kind of thematic syntheses we have in mind: <https://www.alnap.org/help-library/working-across-the-humanitarian-development-peace-nexus-what-can-we-learn-from>

3. Your profile

For individual applicants seeking to be paired with ALNAP research support:

Essential characteristics:

- Demonstrated track record in evaluation synthesis or a closely related type of product, i.e. systematic review, evidence synthesis.
- A demonstrated track record in timely delivery of high quality analysis and writing, verifiable through referees
- Experience in working in teams, especially in a role of mentorship to more junior researchers

Desirable characteristics:

- Direct first-hand experience living or working in a crisis affected country
- Fluent in more than one language
- Experience presenting evaluations or research findings to senior decision-makers and/or generating recommendations that receive a management response

For consultancy teams proposing to undertake the work in full:

Essential characteristics:

- At least 2 members of the team have a demonstrated track record in evaluation synthesis or a closely related type of product, i.e. systematic review, evidence synthesis.
- All members of the team have a demonstrated track record in timely delivery of high quality analysis and writing, verifiable through referees
- At least one member of the team is fluent and can code and analyse evaluations in French, Arabic or Spanish

Desirable characteristics:

- One or more members of the team have first-hand experience living or working in a crisis affected country
- One or more members of the team have experience presenting evaluations or research findings to senior decision-makers and/or generating recommendations that receive a management response

4. Expressions of Interest:

Deadline for all EOIs is 30 March 2024

Interviews for short listed candidates will take place during the week of 15th April

To apply, please provide:

- An updated CV showcasing your relevant work for this role.
- A 3-4 page high level proposal, with the following sections. Please feel free to use bulleted text throughout:
 - **Approach/method with number of days:** An outline of how you would break down the key tasks of the thematic evaluation synthesis, and number of days required for each. This does not need to be a detailed methodology but should demonstrate your expertise in conducting evaluation syntheses and/or systematic reviews and

how you would approach these. Bearing in mind that ALNAP is unlikely to choose a sectoral/technical area as a thematic focus for a synthesis and will instead focus on broader themes more relevant to humanitarian policy and performance, such as localisation, displacement, or conflict.

- **Risks/support required from ALNAP for timely delivery:** An indication of the potential risks in conducting an evaluation synthesis that could lead to delays, and the support you would request from ALNAP to mitigate or reduce these.
- **About the consulting team:** Relevant information for each of the members of the proposed team, including their key experience relevant to this work
- **References and 3 examples of relevant work:** Please provide a list of 2 references and up to 3 examples of relevant work, hyperlinked or shared as an attachment along with your EOI. ALNAP will only contact references at the interview stage, after seeking your consent.

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About the SOHS:

The ALNAP State of the Humanitarian System Report (SOHS) is an independent study that compiles the latest statistics on the size and scope of the humanitarian system and assesses overall performance and progress of global humanitarian response. The report is ALNAP's flagship publication and is a critical element of ALNAP's strategic focus on monitoring and reporting on system-wide performance.

A pilot exercise and four subsequent editions (2012, 2015, 2018, and 2022) have already provided a baseline and an analysis of performance between 2008 and 2021. The sixth edition is expected to adopt a similar methodology to the 2018 report focused on key policy questions with longitudinal links to the OEDC DAC criteria and through the production of new research components designed to provide a more in-depth understanding of performance on certain criteria. ALNAP will also be seeking to strengthen its partnership approach to conducting case study research in crisis-affected countries.

The main objective however will remain the same: to gather and synthesise evidence to form an overall picture of the global humanitarian system and indicate how well it is serving the needs of peoples affected by conflict and crises. Specifically, the report will provide a description of the shape and composition of the global humanitarian system and an assessment of its progress and performance over time.