



AWARD Monitoring and Evaluation Coordinator

Regionally Recruited Position (Africa)
Deadline for Applications: 1 July 2009
CGIAR Gender & Diversity Program
Nairobi, Kenya

African **W**omen in **A**gricultural **R**esearch and **D**evelopment (AWARD) is a pioneering project to boost the talent pool of African women in the agricultural sciences. AWARD delivers career development fellowships to hundreds of women in agricultural institutions throughout sub-Saharan Africa. These fellowships include mentoring by senior professionals, as well as far-reaching support and training to strengthen science and leadership skills.

Based in Nairobi (Kenya), AWARD works in partnership with the Alliance for a Green Revolution in Africa (AGRA), the 15 research Centers of the CGIAR, and an extensive network of national, regional and international implementation partners. See:

<http://www.genderdiversity.cgiar.org/resource/award.asp>

AWARD seeks to appoint an experienced Monitoring and Evaluation (M&E) Coordinator, to work with our fellows, mentors, and partners to track project progress, outcomes and impacts at individual and institutional levels. Given the specific nature of AWARD, we are looking for someone with knowledge of African agricultural science systems, and an interest in the professional development of women.

Job Description

The M&E Coordinator will be responsible for the design, implementation, and coordination of AWARD's monitoring and evaluation system. Using both qualitative and quantitative social data, the various M&E activities are expected to guide and enable AWARD to (a) learn from experience and adjust its strategies and activities, (b) report to stakeholders on its achievements, and (c) contribute to the broader learning agenda on how to effect systemic change in global investment in female capacity building in African research and development.

The incumbent will report to the Project Manager and will be responsible for successful delivery of AWARD's M&E activities, including:

- design, implementation, and coordination of AWARD's M&E system;
- actively engage project stakeholders in the implementation and evaluation of specific M&E activities and outcome mapping tools;
- support M&E activities by external consultants and AWARD staff;
- guide and supervise the continuous development of a M&E database;
- provide leadership in generating information summaries and valid conclusions on individual fellows as well as overall trends throughout the project; and

- report on M&E activities and results for project/donor reports, case studies, policy briefs, and other publications as needed.

Qualifications & Competencies

- advanced degree in social sciences or other related field, with at least 5 years relevant work experience for PhD-holders, or a minimum of 8 years experience for MSc-holders;
- proven track-record in the successful design, implementation, and evaluation of comprehensive M&E systems;
- current knowledge of various quantitative and qualitative M&E methods and tools, including outcome mapping;
- familiarity with collection and analyses of gender-disaggregated data;
- excellent analytical and information management skills, with advanced proficiency in relational databases (in particular MS Access or MySQL);
- experience in project management is an added advantage;
- good communicator, fluent in written and spoken English (working knowledge of French would be an advantage), and good presentation skills;
- sound judgment and ability to professionally deal with sensitive issues;
- ability to multitask and respond to changes in priorities, systems, and processes;
- pro-active work-style characterized by high standards and attention to detail;
- sensitivity and ability to work collaboratively in a multi-cultural setting;
- familiarity with African agricultural R&D would be an advantage, as would be an interest in issues related to gender and career progressions.

How to apply

This is a 'regionally recruited position' open to African nationals only. Your application should include a cover letter (including mention of where you saw this position announcement), your *c.v.*, a statement of how you meet our selection criteria, and the names and contact details (including telephone, fax and e-mail) of three referees who are knowledgeable about your professional achievements and abilities. **Please note that, if you do not include a statement in relation to the selection criteria, we can not consider your application.**

Working with G&D

We provide a gender- and diversity-friendly work environment. Both women and men are strongly encouraged to apply.

Appointments will be for an initial period of two years, with renewal contingent on your performance. The AWARD Team is based at the World Agroforestry Center campus in Nairobi, with extensive travel throughout Sub-Saharan Africa.

Living in Nairobi

Nairobi is a cosmopolitan city of around 4 million people. At an altitude of 1800 metres it has a mild climate and is free of malaria. The World Agroforestry Center is set in very pleasant surroundings, with comprehensive research and support facilities, and is close to a range of social and sporting facilities. Nairobi has schooling and modern medical facilities. It provides an excellent base for

exploring Kenya's renowned wildlife parks. To find more about living in Nairobi, we recommend the UNEP web site <http://www.unon.org/karibukenyadocs/Karibu%20Kenya.pdf>

Please address your application to icrafhru@cgiar.org

Alternatively, hard-copy applications may be mailed to:

The World Agroforestry Centre (ICRAF)

Human Resources Unit

PO Box 30677-00100

GPO Nairobi KENYA

Applications may also be faxed to:

The World Agroforestry Centre

Human Resources Unit

+254 20 722 4001

The position title should be clearly marked on the envelopes of mailed applications, or on the cover sheet of fax or e-mail applications.

The deadline for submission of applications is 1 July 2009.