



VACANCY ANNOUNCEMENT

Monitoring, Evaluation, and Learning (MEL) Manager Inclusive Socio-Economic Development Project in Beni Mellal Khenifra (ISED-BMK)

Project Description:

FHI 360, a US-based non-profit organization seeks qualified candidates for the position of Monitoring and Evaluation Manager based in the Beni Mellal to support a USAID-funded project to promote socio-economic inclusion within marginalized areas of Morocco through the improvement and institutionalization of participatory governance, and enhancement of business and livelihood opportunities in the Region.

Position Description:

The MEL Manager will play a lead role in the implementation of the monitoring and evaluation plan and will lead periodic updates to indicators, targets, systems, and processes, as appropriate. The MEL Manager will work with the project team to effectively capture and facilitate conversations about project learning, while safeguarding the collection and management of program data and recommend changes to annual work plans or data collection techniques, as needed.

The MEL Manager will report to the Chief of Party and work closely with a home office Technical Advisor at FHI 360/DC. S/he will train project staff on specific MEL tasks and liaise with USAID/Morocco on MEL reporting requirements and program learning strategies. The MEL Manager will be based primarily in Beni Mellal, and is responsible for the following:

- Oversee the application of Collaborating, Learning, and Adapting (CLA) principles to inform program implementation and management. This will include establishing systems to ensure learning is accurately captured and reflection sessions are facilitated to identify meaningful mechanisms to strengthen project efforts and better achieve objectives.
- Ensure all project MEL commitments, as outlined in the project MEL Plan, are met in a timely manner and to the required quality standards.
- Refine the design of the program MEL system, clearly identifying the users and the utility of the data/information.
- Proactively flag potential reporting gaps to the technical team, and work closely with the team to ensure project performance is aligned with contractual obligations.
- Refine MEL indicators and adapt MEL tools to meet program needs, which may include pre- and post-tests, focus group interview protocols, community survey tools, and baseline, mid-term, and end-line survey instruments.
- Manage and safeguard data collection, train program staff, and supervise MEL activities of staff and sub-contractors.
- Liaise with the USAID Mission on the design of MEL tools and on modifications to the project MEL system.
- Analyze all data collected with support from home office Research and Evaluation Department and advise program management on needed program adaptations.
- Contribute to written performance reports for funder and other program deliverables.
- Work with grantees to ensure accurate information flow, including guidance/support on grantee data collection, measurement, and reporting.
- Lead the quarterly, annual, and ad-hoc reporting and requests for information from USAID and the Home Office, including annual the Development Information Systems (DIS), Key Intervention Issues (KIIs), and others as needed.



Minimum Qualifications:

- Bachelor's degree or its international equivalent in social science, management, international development, monitoring and evaluation, or a related field; master's degree or above or its international equivalent preferred.
- Minimum of five (5) years of related work experience, three (3) years in Morocco preferred.
- Experience managing and executing monitoring and evaluation activities for donor-funded programs, including experience monitoring, and evaluating policy reform and/or capacity development activities.
- Demonstrated abilities in qualitative and quantitative MEL methodologies appropriate to complex change processes and capacity development, and in knowledge management and organizational learning.
- Experience coordinating with governments, ministries and/or local NGOs, as well as local communities, for design and implementation of surveys and other data collection techniques, including those that address capacity weaknesses, preferred.
- Proven interpersonal and communication skills and the ability to lead multidisciplinary teams.
- Oral and written fluency in French, Arabic, and English is required.
- Ability to effectively use statistical analysis software such as STATA and SPSS desired.

Start date: October 1, 2023

Post location: Beni Mellal, Morocco

FHI 360 is an equal opportunity employer and encourages qualified women, youth, and people with disabilities to apply. To apply please send your CV and a short cover to: Morocco.ised@fhi360.org

To Apply

Please submit a copy of your CV and a cover letter to: Morocco.ised@fhi360.org and put in the subject line of your message: "MEL MANAGER ISED-BMK". The application package includes:

- A copy of your CV
- A cover Letter.
- Three professional references of similar positions.

CVs will be reviewed as they are received and will continue to be received and reviewed until the position is filled. The selected candidate must commit to living full-time in Beni Mellal city.

Applications must be received not later than September 15, 2023, at 23h59 Rabat Time.

The ISED-BMK project is strongly committed to hiring qualified women, young people, and people with disabilities and would like to receive their CVs as well as those of other qualified people.

[FHI 360 is an equal opportunity employer and encourages qualified women, youth, and people with disabilities to apply. FHI 360 does not discriminate on the basis of race, religion, gender, ethnicity, age, disability or on any other basis unrelated to the skills and experience of the applicant.](#)