Descripción de la asignación de voluntarios NU

SLER000067—Monitoring & Evaluation in Education

El programa de Voluntarios de las Naciones Unidas (VNU) es la organización de la ONU que contribuye a la paz y al desarrollo en todo el mundo por medio del voluntariado. El voluntariado es una forma poderosa de involucrar a los ciudadanos para hacer frente a los desafíos en materia de desarrollo, y capaz de transformar el ritmo y la naturaleza del mismo. El voluntariado beneficia tanto al conjunto de la sociedad como a los voluntarios, fortaleciendo la confianza, la solidaridad y la reciprocidad entre las personas y creando oportunidades de participación apropiadas. Para impulsar la paz y el desarrollo, el programa VNU promueve el reconocimiento de la contribución de los voluntarios, trabaja con sus asociados para integrar el voluntariado en los programas de desarrollo y moviliza en todo el mundo a un número cada vez mayor y más diverso de voluntarios, incluidos Voluntarios de las Naciones Unidas. El programa VNU entiende el voluntariado como universal e incluyente, y reconoce el voluntariado en toda su diversidad, así como los valores que lo sustentan: libre albedrío, entrega, compromiso y solidaridad. En la mayoría de las culturas, el voluntariado está profundamente arraigado en antiguas tradiciones de cooperación y apoyo fuertemente establecidas entre las comunidades. En este contexto los Voluntarios de las Naciones Unidas participan en varias formas de voluntariado y juegan un papel esencial en el desarrollo y la paz junto a sus colegas, agencias receptoras y comunidades locales. En todas las asignaciones, los Voluntarios de las Naciones Unidas promueven el voluntariado por medio de su acción y conducta. La participación en actividades voluntarias puede enriquecer efectiva y positivamente su entendimiento de la realidad local y social, así como también crear un puente entre los voluntarios y la gente de la comunidad receptora. Esto hará que su tiempo como Voluntario de la ONU sea aún más satisfactorio y productivo.

Información general

<table>
<thead>
<tr>
<th>País de la asignación</th>
<th>Sierra Leone</th>
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</thead>
<tbody>
<tr>
<td>Agencia / Entidad Anfitriona</td>
<td>United Nations Children's Fund</td>
</tr>
<tr>
<td>Categoría de Voluntariado</td>
<td>International Specialist</td>
</tr>
<tr>
<td>Número de Voluntario</td>
<td>1</td>
</tr>
<tr>
<td>Duración</td>
<td>12 meses</td>
</tr>
<tr>
<td>Fecha de Inicio Esperada</td>
<td>Inmediatamente</td>
</tr>
<tr>
<td>Lugar de Destino</td>
<td>Freetown [SLE]</td>
</tr>
<tr>
<td>Lugar de Asignación</td>
<td>Lugar de Destino Apto para Familias</td>
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</tbody>
</table>

Observación sobre el lugar de asignación

Condiciones de vida

The UN Volunteer will be based in Freetown, Sierra Leone with travel to the field as needed. Sierra Leone is generally a safe country (UN Security Level 2), with theft as the most common cause of insecurity. The
climate is warm and sunny for six months, November - May and warm and rainy from June – October. There are markets with fresh vegetables, fruit, and fish and there many grocery stores with imported foods, such a cheese, confectionaries, frozen, vegetables, etc. There are internationally recognized banks and adequate medical services and facilities available. UNV will need to complete the UN Basic and Advance Security Certificate.

Sierra Leone is a unique and beautiful country. It provides for an interesting and enriching environment, but also requires a mature level of cultural awareness, as well as more stamina and commitment than elsewhere to make life comfortable and affordable. Therefore, flexibility and the ability and willingness to live and work in harsh and potentially hazardous conditions, involving physical hardship and little comfort, are essential.

## Detalles de la Asignación

### Título de asignación
Monitoring & Evaluation in Education

### SP Contexto Organizativo & descripción del proyecto.

UNICEF works in 190 countries and territories to save children’s lives, to defend their rights, and to help them fulfil their potential, from early childhood through adolescence.

UNICEF supports programming in the following areas

- Child Protection and Inclusion
- Child Survival – including Health, Nutrition, WASH and HIV
- Education
- Emergencies
- Gender
- Innovation for children

UNICEF education programming in Sierra Leone aims to ensure that all children have access to a quality education focusing on five main outputs (Access and Equity, Early Childhood development, Quality, System Strengthening and Education in Emergencies). UNICEF works closely with government to ensure progress is made towards realising targets under each of these outputs. This progress must be regularly tracked and monitored to ensure progress meets overall objectives. Additionally, with the start-up of the government flagship programme of Free Quality School Education and the commencement of the Global Partnership for Education programme, robust M&E systems must be strengthened to monitor progress and provide evidence for informed policy planning and decision making.
Sustainable Development Goals  
4. Quality Education

Descripción de la tarea

Within the delegated authority and under the supervision of the Chief of Section – Education or his/her designated mandated representative(s), the UN Volunteer Education Specialist – M&E will:

Monitoring and Evaluation

- Support programme strategic planning including development of monitoring and evaluation plans.
- Develop and make use of monitoring and evaluation tools for results-based management, including theories of change, performance frameworks, risk management strategies, management information systems and M&E manuals and guidance;
- Design the methodology and manage baseline and end-line studies;
- Design and utilize data collection tools including surveys;
- Conduct analysis and assessments of monitoring and other information collected to measure performance and results;
- Coordinate donor reporting processes with partner organizations;
- Analyse data for measurement of key performance indicators;
- Prepare inputs for reports and communications;
- Liaise with technical staff to make evidence-based adjustments to strategy;
- Liaise with country offices and contribute to the support provided by the regional office to them;
- Contribute to management of country or regional programme evaluations for all phases of the exercise;
- Contribute to management of project evaluations, thematic evaluations and evaluability assessments to support accountability and learning, including identifying and documenting good practices and lessons learned for sharing in publications, social media and at regional and global forums;
- Manage the creation, updating and maintaining document repositories for monitoring and evaluation;
- Contribute to communication/dialogue/sharing of information with other country offices as well as with the regional office

Capacity building

- Provide technical support to national implementing partners, stakeholders to take ownership of programme outcomes through participation in analysis and produce conclusions, recommendations,
lessons and good practices on a regular basis;

- Provide relevant training to team, national implementing partners and stakeholders in monitoring and evaluation;

- Coordinate the organization of meetings, workshops, seminars and training events on M&E matters;

Research

- Formulate and implement a research strategy, including identification of knowledge gaps, developing research methodologies, designing data collection tools, participating in field research missions and desk reviews and analysing, research results;

- Ensure that research deliverables are methodologically sound, meet UN publication standards and are disseminated and applied strategically;

- Perform any other duties as required by the Representative and/or Head of Office, RO/SRO, and HQ.

Además de lo anterior, a los Voluntarios de la ONU se les insta a:

• Fortalecer su conocimiento y entendimiento sobre el concepto de voluntariado por medio de la lectura de publicaciones pertinentes tanto del programa VNU como externas, así como desempeñar un papel activo en las actividades del programa VNU, como por ejemplo en los eventos de ceme-moración del Día Internacional del Voluntariado (DIV);

• Conocer y desarrollar las formas tradicionales y/o locales de voluntariado en el país anfitrión;

• Reflexionar sobre el tipo y la calidad de la acción voluntaria que se lleva a cabo, incluida su participación en actividades realizadas periódicamente;

• Contribuir con artículos/críticas (opiniones) de las experiencias en el terreno y enviarlas a la sede para su publicación en el sitio web, publicaciones, panfletos/boletines, notas de prensa, etc. del programa VNU;

• Ayudar con el Programa de Mentores para los nuevos Voluntarios de la ONU;

• Asesorar a grupos locales en el uso del servicio Voluntariado en Línea del programa VNU o promover el uso del servicio con individuos y organizaciones locales pertinentes cuando sea técnicamente posible;

Resultados / Resultados esperados

M&E System reviewed and updated

Assist with developing an integrated database housed at the MBSSE in collaboration with key education stakeholders

Monitor progress toward Key Results for Children (KRC 3&4)

Assist in the finalization of the Sector Analysis report (Pole de Dakar)

• The development of capacity through coaching, mentoring and formal on-the-job training, when working with (including supervising) national staff or (non-) governmental counter-parts, including Implementing Partners (IPs);

• Age, Gender and Diversity (AGD) perspective is systematically applied, integrated and
Cualificaciones/Requisitos

Nivel de Grado Requerido
Master degree or equivalent

Educación - Comentarios Adicionales

University degree, preferably a master’s degree in social sciences, economics, business administration, project management, development planning, evaluation, statistics, demography/population studies, data analysis, or other relevant disciplines

Experiencia Necesaria
60 meses

Comentarios sobre la experiencia

Three years of demonstrated experience in programme planning, designing, monitoring and evaluation

- Demonstrated experience at the national or international level in project cycle management including project design, monitoring and evaluation of development projects required.

- Experience in research and policy-level analysis required.

- Practical experience (at least 2 years) in the area of results-based management (RBM), monitoring and evaluation, statistics and/or research methodologies;

- Strong skills in the usage of computers and office software packages, experience in handling of web-based management systems required.

- Solid overall computer literacy, including proficiency in various MS Office applications (Excel, Word, etc.) and email/internet; familiarity with database management; and office technology equipment;

- Proficiency in Excel (required) and Access (desired)

- Familiarity with Qualitative (e.g. Atlas.ti) and Quantitative software (e.g. SPSS, Stata, etc) would be asset,

- Excellent writing and communications skills

- Fluency in spoken and written English is required

- Mandatory: Monitoring and evaluation

- Mandatory: Development programme management /project administration

12 Mar 2020
Lingüísticas
- English (Mandatory), Nivel - Fluent
Área de Experiencia
- Monitoring and evaluation Obligatorio
- Development programme management Obligatorio

Requisito de área de experiencia

Knowledge of the United Nations systems, particularly:
- Basic knowledge of the role of the UN Agencies, funds and programmes and its components and inter-relationships;
- Basic understanding of governmental relationships and the UN legislative process;
- Basic knowledge of human rights and gender equality within the United Nations context;
- Basic knowledge of evaluation norms and standards, and the importance of ethics and integrity in evaluation processes;
- Awareness of and ability to exercise self-reflective practices;

Technical and professional skills, particularly:
- Ability to assist in identifying monitoring and evaluation needs based on contextual analyses;
- Ability to assist in elaborating evaluation designs, including assisting in the development of Terms of Reference and in elaborating clear and focused evaluation questions;
- Ability to, with minimal guidance, apply different approaches and methodologies in monitoring and evaluation, and to use different data collection and analysis methods
- Ability to collect reliable, valid and accurate information in an objective way; design and administer questionnaire KIIIs and other review instruments
- Ability to contribute to the reporting of credible conclusions clearly related to findings substantiated by evidence to target groups and intended users;
- Ability to support the dissemination and use of evaluation findings.

Management skills:
- Ability to assist in work planning and the coordination of monitoring and evaluation processes;

Interpersonal skills:
- Communication skills (written, oral, listening) including the ability to: write reports and internal documents
and contribute to writing of designs and progress and monitoring reports; review documents for content and style; assist with formal presentations; articulate relevant subject matter in a clear and concise way; and contribute to the development and implementation of communication plans.

· Ability to assist stakeholders in monitoring and evaluation processes;

· Ability to assist in promoting a culture of learning for evaluation and knowledge of monitoring and evaluation mechanisms to promote learning within the organisation;

· Knowledge to act according to the standards of ethical conduct for evaluators, including policies on receiving and giving gifts, conflicting financial interests, outside employment and activities, misuse of position, impartiality in performing official duties and related statutory authorities. Acts with integrity and honesty in relationships with all stakeholders.

Necesita Licencia de Conducir No

Condiciones del servicio y otra información

Conditions of Service for International Specialist:

The contract lasts for the period indicated above with possibility of extensions subject to availability of funding, operational necessity and satisfactory performance. However, there is no expectation of renewal of the assignment.

A UN Volunteer receives a Volunteer Living Allowance (VLA) which is composed of the Monthly Living Allowance (MLA) and a Family Allowance (FA) for those with dependents (maximum three).

The Volunteer Living Allowance (VLA) is paid at the end of each month to cover housing, utilities, transportation, communications and other basic needs. The VLA can be computed by applying the Post-Adjustment Multiplier (PAM) to the VLA base rate of US$ 1,651. The VLA base rate is a global rate across the world, while the PAM is duty station/country-specific and fluctuates on a monthly basis according to the cost of living. This method ensures that international UN Volunteers have comparable purchasing power at all duty stations irrespective of varying costs of living. The PAM is established by the International Civil Service Commission (ICSC) and is published at the beginning of every month on the ICSC website http://icsc.un.org.
For UN Volunteer entitlements, kindly refer to the link https://vmam.unv.org/calculator/entitlements

In non-family duty stations that belong to hardship categories D or E, as classified by the ICSC, international UN Volunteers receive a Well-Being Differential (WBD) on a monthly basis.

Furthermore, UN Volunteers are provided a settling-in-grant (SIG) at the start of the assignment (if the volunteer did not reside in the duty station for at least 6 months prior to taking up the assignment) and in the event of a permanent reassignment to another duty station.

UNV provides life, health, permanent disability insurances as well as assignment travel, annual leave, full integration in the UN security framework (including residential security reimbursements).

UN Volunteers are paid Daily Subsistence Allowance at the UN rate for official travels, flight tickets for periodic home visit and for the final repatriation travel (if applicable). Resettlement allowance is paid for satisfactory service at the end of the assignment.

UNV will provide, together with the offer of assignment, a copy of the Conditions of Service, including Code of conduct, to the successful candidate.

Supervision, induction and duty of care of UN Volunteers

UN Volunteers should be provided equal duty of care as extended to all host entity personnel. Host entity support to the UN Volunteer includes, but is not limited to:

- Introductory briefings about the organisation and office-related context including security, emergency procedures, good cultural practice and orientation to the local environment;

- Support with arrival administration including setting-up of bank accounts, residence permit applications and completion of other official processes as required by the host government or host entity;

- Structured guidance, mentoring and coaching by a supervisor including a clear workplan and performance appraisal;

- Access to office space, equipment, IT support and any other systems and tools required to complete the objectives of the assignment including a host entity email address;

- Access to shared host entity corporate knowledge, training and learning;
- Inclusion of the volunteer in emergency procedures such as evacuations;

- Leave management;

- DSA for official travel, when applicable;

- All changes in the Description of Assignment occurring between recruitment and arrival or during the assignment need to be formalized with the United Nations Volunteer Programme.

Código de aplicación SLER000067-6585

Procedimiento para la aplicación

* Not yet registered in the UNV Talent Pool?

Please first register your profile at [https://vmam.unv.org/candidate/signup](https://vmam.unv.org/candidate/signup). Important: After creating your account, complete all sections of your profile and submit it. Then go to ‘My Page’ at [https://vmam.unv.org/candidate/mypage](https://vmam.unv.org/candidate/mypage) and click on the ‘Special Calls’ hyperlink. Lastly, select the special call to which you would like to apply.

* Already registered in the UNV Talent Pool?

Please first update your profile at [https://vmam.unv.org/candidate/profile](https://vmam.unv.org/candidate/profile). Then go to ‘My Page’ at [https://vmam.unv.org/candidate/mypage](https://vmam.unv.org/candidate/mypage) and click on the ‘Special Calls’ hyperlink to select the special call to which you would like to apply.

Application deadline: 25-03-2020

doa.apply_url [https://vmam.unv.org//candidate/show-doa/U0xFUjAwMDA2Nw==](https://vmam.unv.org//candidate/show-doa/U0xFUjAwMDA2Nw==)

Advertencia

El programa de Voluntarios de las Naciones Unidas es un programa basado en la igualdad de oportunidades, que recibe gratamente aplicaciones por parte de profesionales cualificados/os. Estamos comprometidos a lograr la diversidad en términos de género, nacionalidad y cultura.