



UNHCR

United Nations High Commissioner for Refugees
Haut Commissariat des Nations Unies pour les réfugiés

Terms of Reference (re-advertisement)

Monitoring, Evaluation and Learning Consultant

Private Partnerships & Philanthropy Section

UNHCR, the UN Refugee Agency, is offering a Monitoring, Evaluation and Learning Consultancy – Home-based Individual consultant within the **Private Partnerships & Philanthropy Section of UNHCR's Private Sector Partnership Service (PSP)**.

The successful candidate will work within the Private Partnerships & Philanthropy Section (PPH) within the Private Sector Partnerships Service (PSP) in Copenhagen, Denmark.

UNHCR is a global organization dedicated to saving lives, protecting rights and building a better future for refugees, forcibly displaced communities and stateless people. Every year, millions of men, women and children are forced to flee their homes to escape conflict and persecution. We are in over 125 countries, using our expertise to protect and care for millions.

Title: Monitoring, Evaluation and Learning Consultant

Duty Station: Home-based

Duration: 6 weeks with possibility of extension (maximum 36.75 working days within the duration of the contract)

Contract Type: Individual Consultant

Closing date: 24 January 2021

Start date: 1 February 2021 or as soon as possible

Organizational context

Private sector donors, particularly foundations and private philanthropists, are constantly seeking to maximize the impact of their giving. Over the years, across the philanthropic community, there has been increased prioritization and investment into Monitoring, Evaluation and Learning (MEL), and increased scrutiny of grantee organizations' MEL capabilities. When issuing calls for proposals, private sector funders will typically require robust and detailed MEL plans, the quality of which will be a deciding factor in final grantee selection.

UNHCR aspires to be the organization delivering the most impactful programming with and for refugees. We are committed to continuous improvement of our programme and project design and delivery, by applying an outcomes-driven, evidence-based learning approach, that meets the high standards of our donors. Specifically, UNHCR aims to increase its ability to:

- Develop and apply comprehensive theories of change for multi-year projects, compatible with UNHCR's new Results-Based Management Framework (RBM);
- Apply innovative methods for continuous stakeholder feedback, particularly refugee-generated feedback;
- Systematically integrate robust impact evaluation approaches and mechanisms as part of multi-year projects, for example by exploring the creation of treatment and control groups;
- Develop cost/cost-benefit analyses when making decisions on new programmes and projects;
- Stay abreast of, and collate, relevant internal and external research and practices in key technical areas, and disseminate them in an efficient and timely manner among key internal stakeholders (particularly regional bureaus and country operations); including by using related tools such as evidence maps;
- Produce useful and timely evidence for wider public use, particularly by implementing and operational partners.

The position

UNHCR is seeking a consultant to provide support in the area of Monitoring, Evaluation and Learning (MEL) of private sector-funded programmes and projects. The consultant will be responsible for carrying out an analysis of the systems, policies, tools, practices and data flows that have a bearing on UNHCR's ability to implement robust programme and project MEL for private donors.

The consultant will adhere to the principles behind UNHCR's evaluation policy, outlining UNHCR's commitment to the importance of evaluation and its role in supporting organizational accountability, learning and the continual improvement of UNHCR's performance in addressing the protection, assistance and solutions needs of refugees, stateless persons and other persons of concern.

The consultant is expected to work closely with relevant teams, including Private Sector Partnership team, the Division of Strategic Planning and Results (*DSPR*) Results-Based Management (RBM) project team and Policy Development and Evaluation Service (*PDES*). S/he will make concrete recommendations for improvement based on identified gaps and industry best practice.

Under the overall supervision of the Chief of Section of PPH, the consultant is expected to perform the following tasks:

- Working closely with UNHCR colleagues at HQ, regional and multi-functional teams at country level, as required, and based on a sample of projects funded by/submitted to public and/or private donors, analyze UNHCR's MEL systems, mechanisms and processes;
- Organize interviews, meetings and workshops with relevant colleagues at HQ and in the field, as required;
- Make recommendations regarding:
 - What a strengthened MEL framework could entail and what changes UNHCR could introduce to its current MEL systems (short- and longer-term changes);
 - Capacity building initiatives to better integrate the highest standards of MEL in programme and project design and implementation, and how to integrate these into existing impact and performance monitoring plans;
 - MEL tools for use by field operations when developing and implementing multi-year projects;
 - Process and system improvements for continuous and effective internal and external dissemination of research and learnings, including data gathering and analysis.

Essential minimum qualifications and professional experience required

The ideal candidate will possess the qualification and experiences listed below:

- University degree in international development/aid, economics, sociology, public administration, business, or other related field combined with relevant work experience of between 8 and 12 years, or between 6 and 10 years with a master's degree.
- Professional experience as a MEL/monitoring expert in a NGO, UN agency, social enterprise, or the private sector, with some experience with humanitarian/development issues preferred.

- Fluency in English (both comprehensive and written).

Location

This position is home-based.

Conditions

Under this contract the Individual Consultant is expected to work a maximum of 36.75 days within the duration of the contract (6 weeks, with possibility of extension). Upon completion of project and receipt of invoice, payment will be issued for the actual hours worked.

To apply

Interested applicants should submit their letter of motivation, Personal History Form (PHF) and CV to hqpsphr@unhcr.org indicating **“Monitoring, Evaluation and Learning Consultant” & surname** in the subject of the email.

NOTE: Those candidates who have applied during the previous advertisement period will not be considered for this vacancy.

Personal History Forms are available at [PHF Form](#) / [Supplementary Sheet](#).

Vacancy re-advertised: 7 January 2021

Closing date: 24 January 2021 at 00:00 CET

The UNHCR workforce consists of many diverse nationalities, cultures, languages and opinions. UNHCR seeks to sustain and strengthen this diversity to ensure equal opportunities as well as an inclusive working environment for its entire workforce. Applications are encouraged from all qualified candidates without distinction on grounds of race, colour, sex, national origin, age, religion, disability, sexual orientation and gender identity.