TERMS OF REFERENCE

Construction Monitoring and Evaluation Project Specialist

PURPOSE OF ASSIGNMENT:
Under the direct supervision of the Chief of Operations or Deputy Representative Programme or Center/Section Chief as per hiring Office set-up. The Construction Monitoring and Evaluation Project Specialist will be responsible for leading and guiding the development and implementation of a project monitoring and evaluation system with stakeholder participation. External Specialists are often engage to perform this assignment since they provide a fair and independent evaluation of UNICEF’s construction programmes/projects.

MAIN DUTIES/RESPONSIBILITIES:
(Note: TORs used for deployment might differ. Emphasis of main duties will depend on specific CO context (including emergency) and priorities at the time of deployment. To be discussed and agreed with supervisor.)

The main responsibilities of the Specialist will include but not limited to the following:

- Prepare interim monitoring reports on all aspects of project implementation.
- Lead in the design and supervise the implementation of all relevant studies, including the mid-term and end of project independent impact evaluation study.
- Support the design and execution of baseline surveys in the project areas, where they are not available, and develop project indicators.
- Develop simple reporting formats to be used in collecting data, train staff in the monitoring and evaluation system of the project.
- Identify lessons learned and implications for the project’s next steps.
- Check that monitoring data are discussed in the appropriate forum and in a timely fashion in terms of implications for future actions.
- Guide the regular sharing of the outputs of findings with project staff, Implementing Agencies and primary stakeholders.
QUALIFICATIONS AND COMPETENCIES:

Education:
Advanced university degree in Civil or Structural Engineering, Architecture or other relevant technical area.

Work Experience:

*Number of years of experience required will depend on the complexity of the specific assignment.*

- Minimum 5/8/10 years of professional experience at national and international levels in the relevant field of civil engineering, especially in preparation of construction technical documentation;
- Experience in working in complex environments and large infrastructure and/or civil works, particularly the main responsibilities of the Specialist will include but not limited to the following:
  - Prepare interim monitoring reports on all aspects of project implementation.
  - Lead in the design and supervise the implementation of all relevant studies, including the mid-term and end of project independent impact evaluation study.
  - Support the design and execution of baseline surveys in the project areas, where they are not available, and develop project indicators.
  - Develop simple reporting formats to be used in collecting data, train staff in the monitoring and evaluation system of the project.
  - Identify lessons learned and implications for the project’s next steps.
  - Check that monitoring data are discussed in the appropriate forum and in a timely fashion in terms of implications for future actions.
  - Guide the regular sharing of the outputs of findings with project staff, Implementing Agencies and primary stakeholders.

Languages:

Fluency in English. French working knowledge is required for some assignments. Second UN language is considered an advantage.

(Note: language requirement might vary from assignment to assignment).
**Competency Profile** (Competency level will depend on the complexity of the specific assignment)

i. **Core Values**
- Commitment
- Diversity and Inclusion
- Integrity

ii. **Core Competencies**
- Communication
- Drive for Result
- Working With People

iii. **Functional Competencies**
- Leading and Supervising
- Formulating Strategies and Concept
- Analysing
- Relating and Networking
- Deciding and Initiating Action
- Following Instructions and Procedures
- Planning and Organizing
- Applying Technical Expertise