



**United Nations Population Fund (UNFPA) and the Ministry of Economy of the Government of Islamic Republic of Afghanistan is pleased to re-announce the following vacancy:**

**\*Applicants who applied before need not to re-apply**

**VACANCY NO: VA-CO-2019-04-01 (Re-advertisement)**  
**OPENING DATE: 2 April 2019**  
**CLOSING DATE: 22 April 2019**  
**POST TITLE: M&E Advisor**  
**NUMBER OF POSITION: 1 (ONE)**  
**CATEGORY: NTA**  
**DUTY STATION: KABUL, WITH TRAVEL TO PROVINCES**  
**DURATION: INITIALLY FOR ONE YEAR WITH POSSIBILITY OF EXTENSION**

**Background:**

The global paradigm shift has increased attention on establishing robust monitoring and evaluation systems to monitor development progress/results, effectively plan for public service delivery and help the senior managers to make informed decisions on prioritization and resource allocation. Timely monitoring of development programmes enhances efficiency and effectiveness of government's use of public resource and its focus on national policy and strategy. Considering this, the United Nations Population Fund (UNFPA) through its 4th Country Programme Action Plan "4<sup>th</sup> CPAP" supports the Government of Islamic Republic of Afghanistan (GoIRA) in capacity enhancement in the areas of Population and Development Strategies, including data management and data utilization for policies and programmes aimed to reduce poverty, ensure every pregnancy is wanted, every child birth is safe, every young person's potential is fulfilled.

**Introduction:**

Under the overall supervision of the Deputy Minister for technical affairs, the incumbent will directly report to the General Director of Policy and Result Based Monitoring of the Ministry of Economy, and UNFPA Program Specialist. S/he will provide technical support to the relevant directorate through establishing a coherent monitoring framework and identifying data provision and gaps to address the needs for national and international reporting. The M&E Advisor will substantively follow up on/contribute to the efforts of the Directorate to develop an appropriate monitoring and evaluation (M&E) system, develop data collection and analysis

tools, mechanisms and systems based on a coherent monitoring framework. S/he will assist with the reporting function on different strategic policies and international commitments such as National Priority Programmes (NPPs), Sustainable Development Goals (SDGs) and International Conference on Population and Development (ICPD).

The M&E Advisor will coordinate the work with the policy advisor at MoEc and provide inputs into the development of Afghanistan National Population Policy (NPP) and strengthen the capacity of relevant unit in the areas of research, monitoring and evaluation and improve the use of information and data related to Population and Development indicators. He/she has to ensure that an operational research, monitoring and evaluation plan related to SDGs in the context of Afghanistan is developed and implemented. The post holder should be willing to travel to field/provinces as might be required.

**Duties and Responsibilities:**

- Conduct a thorough assessment of the current M&E system and produce an assessment that should clearly identify the areas of improvement and include the set of practical recommendations for consideration;
- Develop a coherent M&E framework and system that are appropriate to the context and should meet the needs of relevant unit and be able to track the progress/record of development indicators and government programmes for informed decision making;
- Develop a concept note for establishing an effective coordination mechanism in data gathering/sharing between different data providers—including CSO — and MoEc for better access to the latest data useful for reporting purposes;
- Identify and facilitate opportunities for joint activities and inter-agency collaboration with other government agencies, donor community and development partners;
- Substantively contribute to the relevant directorate’s efforts to reporting of progresses towards national and international commitments in the areas of SDGs, and population and development including ICPD priority indicators;
- Assist the relevant directorate in strengthening the current coordination mechanism between MoEc and other line ministries/agencies in areas of monitoring, evaluation and reporting of development programmes;

- Maintain contact list, and regularly update a database from UN agencies, Government, civil society, as well as academic institutions for future records and follow up on the M&E related issues;
- Provide consultations, recommendations and suggestions for producing effective, and quality reports;
- Provide on the job training/coaching to the relevant government staff to ensure capacity enhancement and knowledge transfer on different dimensions of M&E and research;
- Coordinate closely with the Strategic Policy Advisor and provide inputs to the development of National Population Policy;
- Report Writing and Economic Analysis;
- Facilitate and provide support for the implementation of National population policy(NPP);
- Any other duties that might be assigned by the supervisor.

**Required Competencies:**

**Functional competencies:**

- Analytical and Strategic thinking;
- Knowledge sharing;
- Results-based programme development and management;
- Innovation and marketing of new approaches;
- Leveraging the resources of national governments and partners/building strategic alliances and partners.

**Core Competencies:**

- Values: Integrity/Commitment to mandate, Knowledge sharing/Continuous learning, Valuing diversity;
- Managing Relationships: Working in teams, Communicating information and ideas, Conflict and self-management;
- Working with people: Empowerment/Developing people/Performance management;
- Personal Leadership and Effectiveness: Strategic and analytical thinking, Results orientation/Commitment to excellence, Appropriate and transparent decision making.

### **Job Requirements:**

- Academic Requirements: Advanced university degree in Development Policy, Economics, Social Science, International development or other related field;
- Experience: Bachelor's degree with 7 years' relevant work experience with government, NGOs and UN agencies in research, monitoring and evaluation of development programmes/projects, will be considered equivalent;
- A demonstrated ability in Monitoring, Evaluation of development projects, cooperation/communication with Government officials, donors, and United Nations' agencies;
- Self-motivated and ability to work under time pressure;
- Team – oriented, possess a positive attitude and work well with others;
- Good communication skills with proficiency in English, Dari, Pashto;
- Working knowledge of MS-Office, Excel is necessary;
- Good Knowledge of Country's Development Priority and International Development Agenda.

### **Submission Guidelines:**

Interested **Afghan Nationals** may send the completed United Nations Personal History form (P-11) by e-mail along with an application letter to the e-mail address: [recruitment.afg@unfpa.org](mailto:recruitment.afg@unfpa.org)

UNFPA and MoEc reserve the right to appoint at the indicated or lower level and prior to the closing date. We will only be able to respond to those applicants in whom UNFPA /MoEc has a further interest. **Qualified women are particularly encouraged to apply.**

**Note: This is a NTA position based and supervised by the relevant departments in ministry; with joint appraisal by ministry and UNFPA. Contract/payroll management the post is outsourced to an NGO.**