



Terms of Reference: Monitoring and Evaluation Intern under Zambia Green Jobs Programme

Assignment: Monitoring and Evaluation Intern

Duration: Initially 3 months (*possibility to extend for another 3 months subject to performance, availability of funds and work needed*)

Duty Station: Lusaka - ILO Country Office for Zambia, Malawi and Mozambique

Background

The Zambia Green Jobs Programme is an inclusive green growth and private sector development initiative implemented by the Government of Zambia and its Social Partners (workers' and employers' organizations) with financing from the Government of Finland and technical assistance from the United Nations (UN), namely the lead International Labour Organization (ILO) in partnership with UNEP, FAO, UNCTAD and ITC. The programme aims to promote the development of the green economy in Zambia by supporting competitive and sustainable development of micro, small and medium enterprises in order for them to grow and create decent green jobs, initially in the building construction sector and potentially in other sectors. The green economy as a source of economic renewal and potential job creation is broadly defined as the sector of the economy that produces goods and services with an environmental and social benefit, and green jobs are those that contribute either to the preservation or improvement of the environment. In order for the green jobs to be decent, fundamental principles and rights at work, social dialogue and social protection have to be embedded in each green job created or improved.

The project targets MSMEs in the construction value chain from Central, Copperbelt, Eastern, Lusaka, Northwestern and Southern Provinces which includes architects, engineers, designers; retailers and wholesalers of green construction materials; medium and low cost housing contractors; saw millers and timber growers. Working through their member associations and institutions, capacity is built in these MSMEs to make them more competitive and effectively participate in the green building goods and services market in order to create more and better green decent jobs. The programme works at 3 levels of the construction value chain which are:

Micro-level: MSMEs have enhanced capacity to penetrate the market for environmentally friendly building materials and services in Zambia

Macro-level: A refined policy, legal and regulatory framework (PLRF) for the building industry that stimulates uptake of green building materials and building designs

Meta-level: Increased stakeholder appreciation of business opportunities in green building construction

In order to efficiently conduct monitoring and evaluation activities and generate evidence for effective decision making, data management has been identified as crucial and a core project component. To systematically do this, the programme developed a database. The database aides in knowledge management and data storage for easy data retrieval for reporting purposes to inform progress towards the overall programme objective of promoting the creation of 'Sustainable jobs among MSMEs operating in the Zambian building industry'.



DUTIES AND RESPONSIBILITIES:

- Support data collection from programme beneficiaries.
- Enter data into the online database.
- Compile stories of significant change from programme beneficiaries.
- Participate and collect data from participants at programme activities e.g. trainings, meetings, awareness programmes etc.
- Support statistical report generation as maybe required by the supervisor.
- Ensure that all soft and hard copy records are well stored for future referencing.
- Perform other related tasks, as may be requested.

Requirements:

Education: **be enrolled in the final year of a postgraduate degree programme (*such as a Master's programme or equivalent*) OR the candidate must have completed at least four years at the university or equivalent institution towards the completion of a degree - Social Sciences.**

The candidate should have knowledge in data analysis software such as Statistical Package for Social Sciences (SPSS) or any other software.

Duration: **Initially 3 months** (possibility to extend for another 3 months subject to performance, availability of funds and work needed)

Language: **Excellent command of English**

HOW TO APPLY:

Submit application letters with CVs (do not include certificates) with at least 3 traceable references to us by email: **HR_Lusaka@ilo.org** addressed to **the Director, ILO Country Office for Zambia, Malawi and Mozambique.** Closing date for internship applications is **2 February 2017, C.O.B**