

Terms of Reference for the recruitment of a junior consultant in Monitoring - Evaluation and Knowledge Management for ACCEL Africa project

Background

The ACCEL Africa project is an ILO initiative funded by the Government of the Netherlands for a period of four (4) years. The project has the overarching goal to accelerate the elimination of child labour in Africa, through targeted actions in selected supply chains and emergency contexts in Cote d'Ivoire, Egypt, Malawi, Nigeria and Uganda. To achieve this goal, the project foresees six inter-related and complementary pillars, namely:

- generation of knowledge on child labour in Africa and identifying strategic action to be undertaken;
- strengthen policy, legal and regulatory frameworks to tackle child labour;
- application of innovative mechanisms to address the root causes of child labour at community level; mainstreaming child labour in humanitarian responses in emergencies;
- Enhance knowledge sharing and cooperation; and contributing to global level knowledge on causes and impact of child labour, including replicable methodologies to map supply chains.

Country teams are conformed by a National Coordinator, a National Officer and an administrative team. They are responsible of the ACCEL Africa project operations at country level.

The Technical Advisor (CTA) coordinates the whole project at the regional level and provides technical support to country teams. A regional team (based in Abidjan, Côte d'Ivoire) works closely with the CTA and country teams providing expertise on Research, Supply Chains, Social Finance, Communication, Monitoring and Evaluation, and Knowledge Management. The regional team makes also the link between the global expertise of the ILO at headquarters level with the regional expertise at decent work teams' level¹, and country teams.

The aim of this position is to provide support to the Monitoring & Evaluation and Knowledge Management Officer at the regional level.

¹ Decent Work Team (DWT) Dakar covers Mali, Côte d'Ivoire, and Nigeria. DWT Cairo covers Egypt. DWT Pretoria covers Uganda and Malawi.

The junior consultant will assist the M/E and Knowledge Management Officer in the implementation of the M&E plan, contributes towards knowledge management (documentation on lessons learned, good practices, dissemination through the dedicated online platforms) and recommendations for targeted piloted activities; and contributes to technical progress reports and support with the planning and coordination of evaluations.

Reporting lines:

The incumbent will work under the direct supervision of M/E and Knowledge Management Officer and under the general supervision of the Chief Technical Advisor (CTA) of the project.

Description of Duties

1. Assist M/E and Knowledge Management Officer and the project team in the implementation of the project by providing technical inputs, particularly in the areas of planning, monitoring and evaluation and knowledge management.
2. Contribute to the implementation of the Comprehensive M&E Strategy (CMES) including:
 - Update the project databases for monthly, quarterly and annual reports
 - Assist in the development and implementation of baseline and endline studies.
3. Review on an on-going basis the quality of the data reported on indicators.
4. Track on project performance based on relevant indicators for reporting to ILO and the donor and to support the project management.
5. Support the implementation of the project knowledge management strategy notably by regularly updating the project online platform for knowledge dissemination and learning with cutting-edge information on child labour
6. Carry out any other tasks as assigned by the M/E and Knowledge Management Officer and the Project CTA.

Required qualifications

- Advanced university degree in economics, sociology, statistics, demography, public policy, international development, or related fields. An advanced certificate in M&E would be an advantage.
- A certificate in Website/online portal and or strong experience in website management **is a MUST.**
- At least five years of relevant professional experience, including three years working at the international level, in project management and evaluation of development

cooperation projects, including design, planning, management, and implementation of evaluations and M&E strategies.

- Experience in knowledge management and demonstrated emphasis on use of M&E strategies for learning will be an advantage.
- Experience and knowledge of child labour is an advantage.

Languages

Excellent command of English and French. Knowledge of Arabic will be an advantage.

Terms and conditions

This is a consultant position based in Abidjan. The contract duration is six months, renewable based on the consultant performance and availability of fund.

Application and submission procedures

Interested candidates should send their CVs, two recent references, their fee rates, based on previous similar consultations undertaken in the past 2 years, and their availability to **Moukaïla Amadou** amadoum@ilo.org , copy **Steve Meledje** meledje@ilo.org with “**Recruitment of national consultant in Monitoring and Evaluation, and Knowledge Management for ACCEL Africa project** ” in the subject line of the email. The deadline for submitting expressions of interest for this evaluation is June 28th, 2021 at 4:00 pm GMT.