

Chief Planning, Monitoring & Evaluation, FT, P4, Niamey, Niger #110849

UNICEF works in over 190 countries and territories to save children's lives, defend their rights, and help them fulfill their potential, from early childhood through adolescence.

At UNICEF, we are committed, passionate, and proud of what we do. Promoting the rights of every child is not just a job – it is a calling.

UNICEF is a place where careers are built: we offer our staff diverse opportunities for personal and professional development that will help them develop a fulfilling career while delivering on a rewarding mission. We pride ourselves on a culture that helps staff thrive, coupled with an attractive compensation and benefits package.

For every child, *results*

Niger is one of the world's poorest countries, even though it has made significant strides over the past two decades in reducing poverty, promoting a measure of economic growth, and demonstrating some degree of political stability until the political crisis happening in the second half of 2023.

However, despite these efforts, with the political crisis Niger has recently faced, the deprivations affecting children remain critical, a large majority of children and women remain excluded from health, education and protection systems. Those with access to services suffer from the poor quality of services offered. With one of the highest annual population growths in the world (3.9%), the sustainability of the results achieved in all sectors is a major challenge.

In addition, since 2011, Niger faces a difficult geopolitical context in the region with external threats (the Libyan civil war in 2011, the Malian crisis since 2012, and the intensification of Boko Haram activities in northern Nigeria since 2015) resulting in population movements, especially in Diffa region. This has affected government's budget allocation towards security to the detriment of social sectors already largely under-funded. The country is also faces effects of climate change and prone to chronic food insecurity, malnutrition and recurrent natural crises (droughts, floods) and epidemics.

It is in this context that Niger has developed its Strategy for Sustainable Development and Inclusive Growth (SDDCI Niger 2035) and its first five-year economic and social development plan (PDES 2017-2021) considering the SDGs. To enhance progress achieved during the first PDES, while engaging to new strategic priorities, Niger has developed its second five-year economic development plan (PDES 2022-2026).

The UNICEF current programme of cooperation covers the period of 2023-2027, aligned to the UNSDCF and national development frameworks. UNICEF Niger will continue to work closely with the Government, United Nations agencies, and non-governmental organizations (NGOs) – both as a technical and financial partner – to put children's issues at the centre of the humanitarian

and development agendas. UNICEF will strengthen its upstream work through evidence-based advocacy with particular focus on designing, monitoring and evaluating pilot programmes for scale up at national level.

How can you make a difference?

Under the overall guidance of the Deputy Representative, the Chief PME is responsible for the programme planning, monitoring and evaluation function, exercising an advisory role, providing guidance, coordination and leadership in policy and strategy development, in the oversight of the implementation of PM&E recommendations, as well as in the collaboration with the UN country team in support of the attachment of the SDGs. The incumbent provides professional technical, operational and administrative support throughout the planning, monitoring, evaluation process preparing, executing, managing and implementing a variety of technical tasks to contribute to evaluation planning, implementation, oversight and reporting to ensure that evaluations are carried out according to schedule and that results and recommendations are implemented and followed up.

Key functions, accountabilities and related duties/tasks

Summary

- Provide technical support to ensure that evaluation design and management meet quality standards as outlined in UNICEF Programme Policies and Procedures and related stand-alone Evaluation Technical Notes, when necessary seek expertise of knowledge institutions. Facilitate and take part in producing Evaluation Office's responses on specific and substantive issues.
- Review and provide technical comments on draft evaluation reports. Contribute to the effective dissemination and sharing of knowledge, findings, conclusions, recommendations and lessons from evaluation to the intended audience as described in the Terms of Reference with a view to improving programme performance and contributing to wider learning.
- Provide assistance in tracking to ensure that a management response to the findings and recommendations of the evaluation is completed, recorded, and followed up for implementation. Most specifically, ensure that evaluation recommendations are submitted to the CMT and follow-up actions recorded in CMT minutes.

1. Country office programme planning and development

To ensure that the UNICEF Country Office has useful, valid and reliable information on the situation of children, youth and women and the realization of their rights; and on Key Results for Children (KRC), the performance of UNICEF-supported programmes including their relevance, efficiency, effectiveness, and sustainability, and in emergency contexts, their coverage, coordination and coherence.

- In support to the Deputy Representative, provide technical guidance for planning and updating of the situation analysis by the programme sectors to establish comprehensive data and information for programme development planning, management, monitoring and evaluation.
- Provide technical and operational support to various components of programme throughout the process of programme formulation, planning and preparation of the Country Programme ensuring harmonization of approaches and alignment with UNICEF's Strategic Plan, corporate guidelines, policies/procedures and regional and national priorities.
- Provide quality assurance to the Country Programme recommendation to ensure alignment with the UNICEF's Strategic plan, compliance with policies and procedures and that documentation materials are completed accurately and comprehensively to facilitate Executive Board review and approval.

2. Integrated Monitoring, Evaluation & Research (IMERP)

Ensure that the Country Office and national partners use a well-prioritised and realistic plan of monitoring, evaluation and research activities that will provide the most relevant gender-specific and strategic information to manage the Country Programme, including tracking and assessing UNICEF's distinct contribution.

Duties & Tasks

- Provide technical guidance and collaboration in the planning and establishing the major research and monitoring and evaluation activities in multi-year and annual IMERP, that is to be reflected in UNDAF M&E Plan.
- In close consultation with management and liaison with partners, make a professional contribution to formulation of the IMERP from a sound gender-sensitive, results-based programming process and collaborative working relations with partners.
- In a close coordination with partners, ensure that the IMERP include data collection activities that provide accurate and relevant and gender-specific data on key activities and results, including results for children.
- Contribute to the incorporation of M&E tasks in the IMERP which were identified within the CO Emergency Preparedness and Response Plan (EPRP), in order to anticipate and prepare for the information needs and operational modalities of an emergency.
- In humanitarian response situations, within the first month, draft and recommend a simple one-month data-collection plan to cover key data gaps as required for the initial emergency response.
- After the initial humanitarian response, support management of the medium-term response with a revised IMERP.

3. Situation Monitoring and Assessment

Ensure that the Country Office and national partners have timely and accurate and gender-specific measurement of change in conditions in the country or region, including monitoring of socio-economic trends and the country's wider policy, economic or institutional context, to facilitate planning and to draw conclusions about the impact of programmes or policies.

Duties & Tasks

- In coordination with other stakeholders, support the collection of Millennium Development Goal (MDG) indicators (through MICS or other household surveys) to improve integrated national planning.
- Support partners in the establishment and management of national statistical databases and national information systems for easy access and use ensuring that indicators are gender-specific and equity focussed, ensuring that key indicators are readily accessible by key stakeholders. Potential uses include the Situation Analysis, Common Country Assessment, Early Warning Monitoring Systems, and Programme Reviews.
- Develop a collectively Situation Monitoring and Assessment system owned by all key partners which supports the preparation of country level statistical and analytic reports on the status of children's and women's rights issues; and which allow, when opportunities emerge, to influence developmental and social policies. To include technical support to global reporting obligations including national reports on progress toward the SDGs, and toward CRC and CEDAW fulfilment.
- In humanitarian response situations, provide professional support for one or more rapid assessments (inter-agency or independently if necessary) to be carried out within the first 48-72 hours, working in close collaboration with the humanitarian clusters partners.

4. Programme Performance Monitoring

Ensure that the Country Office has quality information to assess progress towards expected results established in annual work plans.

Duties & Tasks

- Provide technical support to ensure that a set of programme performance indicators is identified and adjusted as necessary, with inputs of all concerned partners to assess progress towards expected annual and multi-year results in the context of the multi-year and annual IMERP, the Annual Management Plan and Annual Work Plans, as outlined in the Programme Policy and Procedures Manual).
- Coordinate with partners to ensure that monitoring systems are properly designed, and that data collection and analysis from field visits are coordinated and standardised across programmes to feed into to programme performance monitoring, with special attention to humanitarian response.
- Drawing on monitoring and analysis of key program performance and management indicators, provide professional input to management reports, including relevant sections of the annual reports.

- Provide technical advice in order that management reports including relevant sections of the annual reports are prepared drawing on monitoring and analysis of key management indicators.

5. Evaluation

Ensure that a well-prioritised and strategic selection of evaluations at programme or Country Office strategy level is managed in order that each evaluation is designed and carried out with quality process and products and that evaluation results are useful to the intended audience.

Duties & Tasks

- Technically support programme partners to formulate Terms of Reference and evaluation designs of high quality, when relevant drawing on the know-how of knowledge institutions, in compliance with the organization's programme evaluation policies and guidelines.
- Monitor and ensure the quality of the field work and data management during the implementation phase, and the quality of the analysis and ease of understanding during the report writing phase.
- Disseminate evaluation findings and recommendations to the intended audiences in user-friendly methods. In particular, to ensure that effective participatory feedback is provided to community and civil society stakeholders.
- Monitor and ensure that a management response to the findings and recommendations of the evaluation is completed, recorded, and followed up for implementation. Most specifically, ensure that evaluation recommendations are submitted to the Country Management Team and follow-up actions recorded in CMT minutes. Submit electronic copies of all evaluations to NYHQ via the Evaluation Data Base web portal, with full accompanying documentation.

6. M&E Capacity Building

Ensure that the monitoring and evaluation capacities of Country Office staff and national partners - government and civil society - are strengthened enabling them to increasingly engage in and lead monitoring and evaluation processes.

Duties & Tasks

- Promote the awareness and understanding of the shared responsibility of M&E function among all staff members through communication, training, learning and development activities organization-wide.
- In close collaboration with partners, ensure that an M&E capacity building strategy for UNICEF/UN staff national partners and institutions exists in the context of the IMEP, or UNDAF M&E plan. Pay particular attention so the capacity needs of national partners such

as professional evaluation associations will be strengthened by involvement in evaluation processes and possibly through specific capacity building initiatives.

- Collaborate to implement capacity building strategies as a joint commitment with other developmental partners. Utilize a range of appropriate skills building strategies including self-learning, seminars and workshops and practical experience in order that UNICEF and UN staff have the basic knowledge and skills in understanding and applying new M&E policies, tools, methods to fulfil their responsibilities. Similarly, design and implement strategies suited to the skills needs of national partners.
- Actively seek partnerships with knowledge institutions for the identification of capacity gaps and development of strategies to address them.

7. Innovation, knowledge Management and Capacity Building

Duties & Tasks

- Identify, capture, synthesize and share lessons learned from studies and evaluations for integration into broader knowledge development planning and management efforts.
- Research and report on best and cutting edge practices for development planning of knowledge products and systems for evaluations.
- Develop and share innovative data collection tools and methods for increased evidence generation capacity.

8. Coordination and Networking

Ensure that the UNICEF office is effectively linked to wider UNICEF M&E developments in a way that both contributes to and benefits from organizational learning on effective M&E management.

Duties & Tasks

- Collaborate with Regional M&E Advisers and HQ Evaluation Office for overall coordination of priority research, monitoring and evaluation activities, especially those of regional scope requiring the coordinated effort of multiple countries.
- Partner with the Regional Monitoring and Evaluation Adviser to ensure that current and accurate M&E data and results are included in regional reports, multi-country studies, and knowledge sharing networks.
- Undertake lessons-learned reviews on successful and unsuccessful M&E practices and experience at the national level, and ensure they are shared as appropriate. Similarly, pay attention to M&E knowledge networks to identify innovations and lessons learned that may be relevant for the CO and partners to improve their M&E function.

9. Managerial leadership

- Establish the section's annual work plan with the social policy team. Set priorities and targets and monitor work progress to ensure results are achieved according to schedule and performance standards.
- Establish clear individual performance objectives, goals and timelines; and provide timely guidance to enable the team to perform their duties responsibly and efficiently. Plan and ensure timely performance management and assessment of the team.

To qualify as an advocate for every child you will have...

- An Advanced university degree in social sciences, statistics, development planning, or other social science field is required.
- Professional work experience in programme development and implementation including monitoring and evaluation activities as follows:
 1. Eight years of relevant professional work experience. Developing country work experience.
 2. At least one instance of exposure to emergency programming, including preparedness planning. Active involvement in a humanitarian crisis response programme preferred.
- Fluency in French and English is required. Knowledge of another official UN language or a local language is an asset.

Niamey is a non-family duty station with a "Rest & Recuperation" cycle every 8 weeks.

For every Child, you demonstrate...

UNICEF's Core Values of Care, Respect, Integrity, Trust and Accountability and Sustainability (CRITAS) underpin everything we do and how we do it. Get acquainted with Our Values Charter: [UNICEF Values](#)

The UNICEF competencies required for this post are...

- (1) Builds and maintains partnerships
- (2) Demonstrates self-awareness and ethical awareness
- (3) Drive to achieve results for impact
- (4) Innovates and embraces change
- (5) Manages ambiguity and complexity
- (6) Thinks and acts strategically

(7) Works collaboratively with others

(8) Nurtures, leads and manages people

Familiarize yourself with [our competency framework](#) and its different levels.

UNICEF is here to serve the world's most disadvantaged children and our global workforce must reflect the diversity of those children. [The UNICEF family is committed to include everyone](#), irrespective of their race/ethnicity, age, disability, gender identity, sexual orientation, religion, nationality, socio-economic background, or any other personal characteristic.

We offer a [wide range of measures to include a more diverse workforce](#), such as paid parental leave, time off for breastfeeding purposes, and [reasonable accommodation for persons with disabilities](#). UNICEF strongly encourages the use of flexible working arrangements.

UNICEF does not hire candidates who are married to children (persons under 18). UNICEF has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations and UNICEF, including sexual exploitation and abuse, sexual harassment, abuse of authority, and discrimination. UNICEF is committed to promoting the protection and safeguarding of all children. All selected candidates will undergo rigorous reference and background checks and will be expected to adhere to these standards and principles. Background checks will include the verification of academic credential(s) and employment history. Selected candidates may be required to provide additional information to conduct a background check.

UNICEF appointments are subject to medical clearance. Issuance of a visa by the host country of the duty station is required for IP positions and will be facilitated by UNICEF. Appointments may also be subject to inoculation (vaccination) requirements, including against SARS-CoV-2 (Covid). Should you be selected for a position with UNICEF, you either must be inoculated as required or receive a medical exemption from the relevant department of the UN. Otherwise, the selection will be canceled.

Remarks:

As per Article 101, paragraph 3, of the Charter of the United Nations, the paramount consideration in the employment of the staff is the necessity of securing the highest standards of efficiency, competence, and integrity.

UNICEF's active commitment to diversity and inclusion is critical to deliver the best results for children. For this position, eligible and suitable ***female candidates*** are encouraged to apply.

Government employees who are considered for employment with UNICEF are normally required to resign from their government positions before taking up an assignment with UNICEF. UNICEF reserves the right to withdraw an offer of appointment, without compensation, if a visa

or medical clearance is not obtained, or necessary inoculation requirements are not met, within a reasonable period for any reason.

UNICEF does not charge a processing fee at any stage of its recruitment, selection, and hiring processes (i.e., application stage, interview stage, validation stage, or appointment and training). UNICEF will not ask for applicants' bank account information.

Mobility is a condition of international professional employment with UNICEF and an underlying premise of the international civil service.

All UNICEF positions are advertised, and only shortlisted candidates will be contacted and advance to the next stage of the selection process. An internal candidate performing at the level of the post in the relevant functional area, or an internal/external candidate in the corresponding Talent Group, may be selected, if suitable for the post, without assessment of other candidates.

Additional information about working for UNICEF can be found [here](#).