

Internship vacancy

Assignment Title: EVALUATION INTERN (International and National)	
Location :	Phnom Penh, CAMBODIA
Section:	Evaluation Unit
Type of Contract :	Internship
Post Level :	Intern
Languages Required :	English
Starting Date : (date when the selected candidate is expected to start)	1 August 2021 – 31 Jan 2022
Expected Duration of Assignment :	6 months
Background	
<p>UNICEF is the United Nations Children’s Fund, which has more than 10,000 staff members working in 190 countries and territories around the world. UNICEF began providing assistance to Cambodia in 1952 and has been working since then to improve the wellbeing of Cambodian children. UNICEF established its first country office in 1973 in the capital of Phnom Penh. More information on what we do in Cambodia is available at https://www.unicef.org/cambodia/.</p> <p>We are now looking for interns to contribute to our team for a period of 6 months in 2021 and early 2022. We offer supervision, access to information, engaging working environment and the possibility to work FOR EVERY CHILD.</p>	
Description of Duties	
<p>Under the guidance and supervision of the UNICEF Evaluation Specialist, the Evaluation Intern supports the effective implementation of UNICEF Evaluation Policy, evaluation requirements for the Country Programme and more broadly the generation of evidence to help UNICEF achieve better results for children. The Evaluation Intern will have an opportunity to work in close collaboration with Programme and Operations Teams in the UNICEF Cambodia CO and will learn how to ensure that evaluations of programmes and projects are timely undertaken and that findings and recommendations are implemented and followed up on. It is expected that the Evaluation Intern will apply the latest thinking and resources on evaluation to help generate credible evidence and promote evaluation use through innovation and knowledge management.</p> <p>In light of the COVID-19 pandemic, candidates not actually residing in Cambodia will be considered for remote internship in case travel is not possible. Candidates should consider the need to work at least half of the day on Cambodia working hours. Candidates already in Cambodia are also encouraged to apply.</p> <p>In close collaboration with the PME, Programme and Operations Teams within UNICEF Cambodia the responsibilities of the Evaluation Intern will include, but not limited to, the following:</p> <ol style="list-style-type: none">1. Evaluation planning<ul style="list-style-type: none"><input type="checkbox"/> Provide technical and administrative support throughout all stages of evaluation planning processes (i.e., prepare evaluation frameworks, compile background documents, identify key informants, prepare evaluation missions, etc.). This will apply to the ongoing VAC evaluation as well as a potential upcoming evaluation planning exercises to start later in 2021 (e.g. cash transfer evaluation, Climate responsive WASH).2. Evaluation management, monitoring and delivery of results<ul style="list-style-type: none"><input type="checkbox"/> Review and provide technical comments on draft evaluation reports to ensure that they meet UNICEF reporting standards.	

Internship vacancy

- Keep record of comments provided to draft reports for easy reference and/or to ensure that comments are properly incorporated and addressed by external evaluators.
 - Participate in programme monitoring and review exercises and prepare minutes/reports on results for follow up action by senior management and other stakeholders on the implementation of management responses to evaluations.
- 3. Support Covid-19 evaluative activities (demand based)**
- Analyse data coming from the social impact study and write 2-page descriptive briefs on each of the social impact study module and wave
- 4. Cross sectoral support (demand based)**
- Supporting quality assurance, feedback and inputs to research and studies being undertaken by programme sections

Competencies

- In addition to good English, excellent communication skills and solid analytical skills- strong commitment and passion for UNICEF's mission.
- Ability to undertake work individually and remotely if needed.
- Ability to apply COVID-19 related measures as dictated by the Government of Cambodia if travel is to be undertaken

Experience and education requirements

About you:

Our ideal candidate has an impressive analytical mind, a keen understanding of evaluation and sound judgement. *How* and *Why* are among your favourite words, and you are always looking to understand what works, and what doesn't, to help transform international development. You understand that evaluation contributes not only to promote more transparency and accountability, but also to enhance innovation and learning. You have a desire to help UNICEF Cambodia and its partners to do their work better for children, and to help collect the evidence they need to improve the programmes that they deliver. This includes excellent listening and communication skills and the ability to learn and share knowledge, encouraging the learning of others.

Qualifications:

- Currently enrolled in a graduate (Master's or PhD) degree in the area of Public Policy and Administration, Anthropology, Economics, Sociology, Development Studies, Applied Research, Evaluation or other relevant Social Science also considered.
 - Demonstrable proof of excellent academic performance.
 - Demonstrable excellence in verbal, written and interpersonal communication in English (including active listening and information synthesis and strong writing abilities).
 - Strong understanding of results-based management, programme planning, monitoring and evaluation.
 - Good interpersonal skills and ability to work within a multi-cultural team.
 - Previous relevant work or volunteer experience highly desired.
-
- Ideally, training on quantitative or qualitative data collection and analysis
 - Ideally, practical experience with analyzing quantitative data using Stata, R, SPSS and/or experience with analyzing qualitative data using NVIVO or similar

Availability: Desired role 6 months. Starting from mid-July 2021 to mid-January 2022. The candidate will need to state 1) preference of start date 2) Availability of starting on the desired date.

Internship vacancy

Conditions of the Internship: For candidates whose institutions do not provide an internship allowance, UNICEF will provide a monthly allowance to the selected candidate based on its internship policy. All interns must abide by UN code of conduct, including prevention of sexual exploitation and abuse.