



Habitat for Humanity is a global, nonprofit, Christian housing organization working in approximately 70 countries around the world. Our vision is of a world where everyone has a decent place to live, and since our founding in 1976, we have built or repaired over 1 million homes, providing more than 5 million people with safe, decent, affordable shelter! Habitat works toward this vision by building strength, stability and self-reliance in partnership with people and families in need of a decent and affordable home. Through financial support, volunteering or adding a voice to support affordable housing, everyone can help families build better lives for themselves. Through shelter, we empower.

JOB TITLE: Consortium Monitoring and Evaluation Specialist – DEAR Grant

JOB LOCATION: Bratislava, Slovakia

TRAVEL REQUIRED: 20%

PROJECT DURATION: 3 years

Habitat for Humanity International (HFHI) in consortium with partners from EU countries won a grant funded by EU under Development Education & Awareness Raising (DEAR) program. The DEAR Monitoring and Evaluation (MEAL) Specialist is responsible for setting up and maintaining a system of data tracking and analysis related to DEAR project activities. The purpose of the position is to support DEAR project and its partners in the monitoring, collection and analysis of data, contribute to reporting, ongoing project adjustments and decision making based on evidence. The DEAR MEAL Specialist reports to the DEAR Consortium project manager. She/he is responsible for the collection and dissemination of lessons learned. In carrying out his/her work, the DEAR MEAL Specialist interacts with HFHI EMEA Area Office (AO), DEAR project committees, project partner organizations and contracted subject matter experts.

KEY RESPONSIBILITIES INCLUDE:

- Set up MEAL processes for DEAR project in collaboration with project implementing partners.
- Provide technical support on MEAL and evidence-based recommendations to DEAR project manager and partners.
- In collaboration with project manager and partners ensure that MEAL is properly integrated into DEAR project management, reporting and learning. This includes drafting of interim and final narrative reports according to the requirements of the EC.
- Supervise regular data collection through implementing partners and ensure quality of the data by random verifications and validations.
- Support DEAR partners in conducting baseline survey.
- Develop data monitoring and reporting tools and supporting documentation, and track project data reporting.
- Record, manage and preserve monitoring and evaluation data in a safe and accessible way.
- Conduct regular DEAR project data aggregation and analysis, discuss findings and recommend improvements.
- Lead or participate in mid-term DEAR project evaluation in collaboration with other stakeholders.
- Document and share DEAR lessons learned with relevant stakeholders.
- Establish a network of country level external evaluators/contractors. Prepare terms of reference for external consultants for the end of project evaluation and coordinate collaboration with them.
- Support DEAR project team in dealing with any other tasks as may be required.

REQUIREMENTS:

- University degree in social sciences
- In-depth knowledge and experience in research and evaluation methodologies, standards and practices (preferably in relation to Human / Social Development)
- Experience with qualitative and quantitative data analysis and statistical packages
- Minimum 3 years of experience in a similar position, preferably with a development organization
- Ability to work effectively within a multi-cultural team
- Drafting skills
- Fluency in English, written and spoken, is essential. Proficiency in another European language is an advantage.
- Strong communication and facilitation skills
- Willingness to affirm and communicate the Christian roots and principles of HFHI.

HOW TO APPLY:

Interested candidates can apply for the position by sending their CV along with a letter of motivation to emeahr@habitat.org

The position offers a competitive compensation and benefits package in the nonprofit organization market.

HFHI is an equal opportunity employer and seeks to employ and assign the best qualified personnel for all our positions in a manner that does not unlawfully discriminate against any person because of race, color, religion, gender, marital status, age, national origin, physical or mental disability, sexual orientation, veteran/reserve national guard status, or any other status or characteristic protected by law.