

A) MONITORING AND EVALUATION SPECIALIST

Qualification

- Master degree or above in Project Management, Urban & Regional Planning, or similar qualification from a recognized university.
- Foreign qualification will be an added advantage.
- Use to the latest computer software relevant to the monitoring & Evaluation of the infrastructure development Project.

Experience

- Minimum 15 years of working with M&E related experience, preferably involving international donors.
- Extensive knowledge of monitoring and evaluation methodologies i.e. both quantitative and qualitative data collection, processing and analysis;
- Proven experience and skills in developing monitoring, evaluation and research protocols and tools.
- Demonstrated skills and experience in developing tools for monitoring and evaluation of large investment projects preferably financed by international donors.
- Proven record of leading multi-disciplinary teams in meeting monitoring and evaluation deliverables.
- Strong knowledge of relevant standards, rules, regulations, and policies such as those pertaining to Project Management, monitoring and evaluation.
- Demonstrated skill of monitoring and evaluating large projects with reform and investment components complying, the requirements of IFIs (e.g. World Bank, Asian Development Bank, Asian Infrastructure Investment Bank, JICA etc.)

Core Competencies

- Strong Project Management skills and knowledge of monitoring and evaluation methods, techniques, data collection on reliable basis, assessment of data and project impact assessment.
- Research, interpret and apply technical information to prepare concise monitoring reports; apply logical supporting information on valuation of key performance indicators.
- Work with diverse groups to achieve desired results.
- Establish and maintain cooperative relations with others.
- Excellent written and spoken communication skills in English.

Objectives of the Assignment

The objective of the assignment is to appoint a Monitoring & Evaluation Specialist. Who will lead the KWSB's strategy towards effective monitoring of project activities in line with the agreed project results framework. The S/he will contribute to setting the milestones for Project Activity Indicators, Baseline Indicators and End Targets for tracking the physical and financial progress of the project. The S/he will evaluate the performance of project activities against agreed indicators through the meaningful use of data, and review of project methodologies, work

plans and project deliverables. The S/he will identify the potential risks associated with the progress of project and will recommend necessary improvement measures ensuring to meet the targeted progress milestones. The M&E Specialist will work closely with different departments of KWSB, with contractors and the PIU Communications Specialist will be fully integrated in the PIU.

Scope of Services

- Prepare a detailed work plan for Monitoring & Evaluation (M&E) that includes a schedule of data collection. The plan should provide definitions of the performance indicators in line with the agreed results framework, detailed guidance on sources of information required to track the project's results indicators, methods of data collection, timing of data collection, and who is responsible for collecting it.
- Provide hands-on support to the Project Implementation Unit (PIU), ensuring that verifiable data relating to KWSSIP key performance indicators are collected, analyzed and reported accurately as required.
- Create a Web Platform that would enable KWSSIP PIU to visualize and share: (i) disaggregated project results data, (ii) local results stories and (iii) geo-tagged multi-media content such as before- and-after photos and videos of planned and in-progress investment activities.
- Implement the use of geo-spatial data and GIS for the M&E activities of KWSSIP.
- Advise and assist the PIU in monitoring and evaluating the effective implementation of various contracts for works, goods and consultancies financed by KWSSIP.
- Prepare semi-annual progress reports for KWSSIP covering the Reforms as well as Investment aspects agreed between the World Bank and GOS/KWSB. The reports will cover the entire project activities including the progress with implementation status.
- The M&E Specialist will put in place the necessary mechanism in coordination with KWSSIP PIU to develop Comprehensive M&E Framework and Project Monitoring Information System (PMIS) aiming to collect field data for mid-term and end of project impact evaluation.
- The PMIS shall enable the stakeholders to access and view the necessary Project Progress, Monitoring and Evaluation Reports through KWSSIP-PIU website.
- Develop monitoring plan using Result Based Monitoring (RBM) indicators and parameters for site visits, facilitation as well as for assessing implementation and project progress.
- Monitor the project performance and impact and also closely monitor the implementation of environmental and social management plans (ESMPs), resettlement action plans (RAPs) and gender action frameworks, during and after construction.
- Regularly meet the PIU team to update them on the progress, findings, and challenges faced by the Project, and provide recommendations where necessary to improve project implementation;
- To prepare the Mid-Term Evaluation Report of the project in accordance with World Bank requirements to ascertain the project outcome, success level and impact of the project on stakeholders, based on the developed indicators and also prepare periodic Evaluation and Impact Assessment Reports.
- Document and disseminate lessons learned from project component's design and implementation, to support future strategy for project planning.