

Enterprise Programme Monitoring and Results Measurement (MRM) Lead – Terms of Reference – March 2018

Introduction

The Enterprise Programme is a 7-year programme funded by the UK Department for International Development (DFID) in Ethiopia. The programme applies a “markets for the poor” (M4P) approach to support private sector development through improving firms' access to finance (the access to finance pillar) and addressing market and government failures in identified priority sectors (the priority sectors pillar). The access to finance pillar is expected to achieve the outcome of increasing investment levels in the Ethiopian economy, particularly for growth-oriented small and medium enterprises, in order to achieve the impact of creating jobs and raising household incomes. The priority sectors pillar is expected to achieve the outcome of increasing returns on investment (productivity) and investment levels in identified sectors, in order to achieve the impact of creating jobs and raising household incomes. In both pillars, particular priority is given to supporting economic opportunity for women and greening growth.

Itad is providing [strategic monitoring, evaluation and results management services to EP](#).

The MRM Lead is part of the senior management team of the programme in Addis, reporting directly to the Team Leader.

Responsibilities

- Support EP team in ensuring a results-oriented approach is achieved throughout the programme.
- Coordinate the measurement, reporting and communication of programme results.
- Ensure that regular monitoring information feeds from programme interventions to enable real-time learning and feedback loops.
- Engage with the independent evaluator as required to ensure that EP provides the evaluator with all required information.
- Manage the MRM team's work, programme and outputs.
- Directly participate in the monitoring of individual interventions through site visits, and review of intervention reports and both primary and secondary data.
- Review and revise the MRM Plan as necessary on an annual basis.
- Ensure that the EP MRM Handbook implemented in full.
- Track VfM indicators as required and in collaboration with the programme management.
- Keep under review the approach to MRM and propose changes as required to ensure it is effective.
- Support programme management in annual and final reporting.
- Managing the cross-cutting women's economic empowerment and green growth advisors.

Deliverables

- Annual workplan for MRM national team (and performance monitoring of MRM Analysts, in liaison with Itad).
- Intervention Monitoring Plans (with the support of EP intervention managers).
- Quality assurance of data collection and reporting on indicators in the MRM Plan.
- Data quality assessment of survey work, evaluations and other MRM-related activities.
- Implemented strategy to incorporate monitoring data into programme management to enhance programme effectiveness, assess whether interventions are meeting their stated objectives, and make decisions about relevant changes and adjustments to improve performance (in conjunction with EP management).

- MRM reporting to DFID as required, supporting the EP Team Leader, and assisting with other ad-hoc reporting requests.
- EP results and MRM data and information incorporated into external communication products and ensure that performance results are communicated to the public.

Reporting

- a) Itad M&E Advisors – technical products
- b) EP Team Leader – generic management, core team role in Addis Ababa

The Consultant is required to manage their time to ensure that it is spread appropriately across the Agreement period to take into account project workload.

The position is full-time, based in Addis Ababa.

Required Experience

- Fluency in English (written/spoken)
- A university degree (minimum undergraduate) in a relevant field.
- A good understanding of private sector development issues, and the making markets work for the poor (M4P) approach.
- A minimum of five years' experience in monitoring and results measurement, some of which must be in a senior, client-facing role.
- Experience of managing a team.

Desired Experience

- Experience with DFID logframe development and reporting.
- Experience implementing complex, longitudinal evaluations.
- Experience implementing the DCED Standard for Results Measurement.
- Experience working and living in Ethiopia. Fluent spoken Amharic is an advantage.
- An understanding of environmental and gender issues.

How to Apply

- Please send current CV and cover letter to cv@itad.com
- Closing date for applications is 22 April 2018.