



Vacancy Announcement #122/2024

Monitoring and Evaluation Advisor - Economic Transformation Cluster

Contract Duration: December 31, 2025

Application deadline: November 3, 2024

Duty station: Addis Ababa

1. Background

The “Private Sector Development in Ethiopia” (PSD-E) project aims to enhance growth opportunities for micro, small, and medium-sized enterprises (MSMEs), start-ups, and small growing businesses (SGBs). It focuses on improving the legal and regulatory framework by engaging the private sector in public-private dialogues and empowering chambers and associations to better represent and support the private sector. The project also aims to build the capacity of intermediaries to develop innovative business models and strengthen the market for business development services through targeted interventions. Additionally, it provides direct support to MSMEs, and entrepreneurs affected by conflicts and crises, fostering a more resilient and dynamic private sector in Ethiopia.

Be part of a transformative project that empowers local businesses and contributes to sustainable economic growth in Ethiopia. If you’re a dynamic, proactive professional ready to make a difference, we want to hear from you!

We are looking for a Monitoring and Evaluation (M&E) Advisor to support our team in Addis Ababa.

The Digital Capacity Coordinator supports digital transformation initiatives by enhancing the capabilities of stakeholders involved in various development projects from different perspectives. This role is tasked with facilitating the design, coordination, and execution of training and capacity development programs aimed at improving technical, methodological, and operational skills among partner organizations. The coordinator collaborates closely with project teams to identify training needs, develop appropriate training strategies, and implement these programs effectively, while managing relationships with external contractors to ensure high-quality training delivery. He/she also offers technical, and policy advice to the projects and respective political and implementation partners on the nexus of skills/learning and digital transformation in various sectors from education, vocational training, lifelong learning and the world of work



Responsibilities and Duties

Overall duties

The M&E Advisor promotes the use of result-oriented approaches in the implementation of interventions that provide direct support to conflict and crises affected MSMEs. The post holder supports data-driven decision making, learning and adaptation, program improvement and accountability.

Specific duties

- **M&E system (20%):** Provides technical guidance on the revision, application, adaptation, and updates of the Theory of Change (ToC) and results-Based Management (RBM) tools on a regular and periodic basis.
- **Results Measurement (25%):** Develops, updates and maintains internal tools to monitor the project progress and performance; supports the design, development, implementation of surveys to assess effectiveness of interventions; and supports the preparation of periodic reports to be submitted to the commissioning parties
- **Data Management (25%):** Develops survey protocols, guidelines and data analysis methods for each survey type, as needed, according to the conventional standards; manages the configuration and use of digital data collection (CAPI and CATI) platforms for real-time data collection; and conducts data analysis (both quantitative and qualitative) and presentation with the appropriate software packages.
- **Contract management (5%):** Manages the process of identifying and selecting consultants/ consulting firms for M&E related activities and overseeing their work.
- **M&E capacity building (10%):** Continuously liaise with the project technical team and support in the strategic orientation of the project and the design of the operational plan according to the overall project concept; and provides any technical support to implementing partners in the area of M&E
- **Program development (5%):** Revises the M&E aspects of proposals received from existing and potential implementing partners.
- **Knowledge sharing and cluster development (10%):** Supports the development of mechanisms for capturing and sharing best practices and lessons learned; dissemination of results from monitoring and evaluation to the relevant stakeholders. Contribute to a working group in the Economic Transformation Cluster to identify and realize synergies between the various programmes..

Qualifications

- Masters' Degree in statistics, development studies/ business administration/ economics/ similar
- Very good knowledge of English and Amharic language both in speaking and writing.
- Proficiency in statistical software packages, business intelligence, and qualitative data analysis software.
- Very good working knowledge of further IT (E-mail, internet and computer applications such as Microsoft 365).

Professional experience



- Minimum 7 years of relevant professional experience and relevant expertise in similar role in international development cooperation
- Several years of professional experience and relevant expertise in the self-responsible implementation, management and quality assurance of M&E as well as in the application of quantitative and qualitative methods
- Strong communication skills and ability to liaise with different stakeholders
- Sound knowledge of theories in M&E, and M&E systems, including Results-Based Management (RBM).
- Hands on experience in the application of methods in impact evaluation (including rigorous methods).
- Extensive experience in sampling and survey procedures and protocols.
- Experience in the configuration of digital (real-time) data collection tools.
- Very good command of data management and analysis
- Relevant knowledge of current discussions in international development and impact evaluation.
- Ability to meet deadlines and work under pressure

Other knowledge, additional competencies

- Knowledge of emerging technologies and debates in M&E
 - In-depth understanding of issues relevant to data protection
- Be a good team player

Application procedure:

Interested and qualified candidates shall submit their motivation letter along with their recent CV via Email: hreth@giz.de

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Please make sure you mention the vacancy number and position title Monitoring and Evaluation Advisor #122/2024 in the subject line of your email application. Applications without vacancy numbers in subject lines might be disqualified.

Only short-listed candidates will be contacted.

Please refer to our [brochure](#) to learn more about GIZ's attractive benefits package.

Internal candidates shall submit their motivation letter along with their recent CV to: ethiopia-internal-applicants@giz.de

Please make sure you mention the vacancy number and position title 'Monitoring and Evaluation Advisor' #122/2024 in the subject line of your email application.



Before applying for the new position, internal candidates must seek approval from their line manager. This step prevents internal poaching or brain drain within GIZ.

Before arranging interviews, HR will ask the candidates to confirm in writing that their line managers are aware of their application. If the candidate has not informed the line manager, he/she must do this immediately or the application will be rejected.

HR will inform unsuccessful internal candidates about the rejection verbally or in writing.

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