



**GAROWE LOCAL GOVERNMENT
PUNTLAND STATE OF SOMALIA**

Terms of References for monitoring and evaluation (M&E) Specialist

Country: Federal Government of Somalia/Puntland
Government of Somalia
Name of the Project: Somali Urban Resilience Project
Consulting Service: Monitoring and Evaluation (M&E) Specialist
Individual/Firm: Individual Consultant selection
Duty Station: Garowe Municipality

1. Project Background

The Government of the Federal Republic of Somalia /Puntland Government of Somalia are implementing the Somalia Urban Resilience Project (SURP)_ through the Garowe Municipality. SURP has a budget of US\$9 million of which US\$ 3 million is allocated for civil works and project implementation support in Garowe Municipality. SURP is a municipal governance and infrastructure development project financed by the World Bank, aimed at improving access to urban infrastructure and strengthening municipal governance in Somalia. The Project also aims to strengthen inter-governmental relationships between the federal, state, region and municipal levels. It is intended that the SURP will also strengthen the state-citizen relationship and the government’s legitimacy in the eyes of its people by providing visible and tangible benefits. The Garowe Municipality will finance four roads in Garowe covering an estimated total of 4.9km. The SUIPP phase prepared Feasibility Studies and Preliminary Engineering Designs for a total of 19 roads and two bridge investments. Due to funding constraints, however, only US\$2.17 million is available for the rehabilitation of secondary roads which will cover approximately four of the 19 roads. These roads will be prioritized based on the connectivity they provide for both urban poor communities and IDP settlements to key socio-economic facilities, high economic internal rates of return and high benefit/cost ration.

Going forward, Garowe Municipality expects to also benefit from the proposed second phase of SURP, Under SURP II, Garowe Municipality will support the construction of five urban roads have been prioritized as “quick win” candidate subprojects and feasibility studies and preliminary designs have been completed for the roads under SUIPP. These roads will serve areas where IDPs are living, the main Garowe hospital, and other social amenities.

2. Responsibilities

Garowe Municipality is seeking to recruit an M&E Specialist as part of the Project Implementation Unit supporting the ongoing SURP as well as SURP II once under implementation. The M&E will be overall responsible for measuring project performance according to results framework targets and preparing quarterly project reports, targeting both project management as well as external stakeholders. M&E Specialist will be responsible for all monitoring and evaluation aspects of both projects. Specific responsibilities are outlined below:

- Work with other PIU staff to prepare the project Quarterly reports and annual reports – including reporting on the project Results Framework.
- For SURP, provide technical inputs to the terms of reference, support the recruitment of an end project evaluation firm, support the project endline survey and provide quality control of the evaluation reports.
- For SURP II, provide technical inputs to the terms of references, support the recruitment of an impact evaluation firm (to undertake the baseline, mid-term and endline surveys), and provide quality control of the evaluation reports.
Ensure quality control of M&E outputs (e.g. surveys etc.), including by contributing substantively to the design and field testing of the monitoring methodology, review, supervise design and implementation of the survey, participatory data collection methods and protocols, data verification techniques, and other technical evaluation and analytical tasks conducted;
- Under the guidance of the Project Coordinator, prepare the SURP Implementation Completion Report and undertake any other necessary preparatory works (such as beneficiary assessments and stakeholder consultations) at the end of SURP.
- Review the ongoing data collection and reporting system for Garowe Municipality and suggest improvements.
- Work closely with the World Bank, Third Party Monitoring Agent (as relevant), project/sub-project stakeholders to ensure that data collected for purposes of performance evaluation is credible and of high quality
- Identify and document lessons learned for SURP which can be shared with wider stakeholders in time of the SURP mid-term review (scheduled end of April 2020) and for the SURP implementation completion report.
- In collaboration with the Project coordinator, contribute to setting up the Garowe Municipality Management Information System (MIS) for data entry.
- Support the PIU team to update the MIS routinely and systematically

- Conduct analysis of monitoring data, documents findings from monitoring and evaluation activities and submit monitoring reports to the PIU Coordinator.
- Lead the development of and oversee the review of project level Monitoring Evaluation (M&E) plan and associated work plans for each component/activity (as reflected in the results framework);
- Be responsible for sourcing data and information for specific M&E needs directly from other implementing agencies and stakeholders particularly for indicators not requiring survey;
- Support technical work such as reviewing M&E methods, carrying out training needs, designing M&E tools and providing M&E technical assistance;
- Develop and maintain a M&E database for the project and contribute to the maintenance of a database of SURP Project;
- Maintain a detailed knowledge of all relevant issues impacting his/her field of Monitoring & Evaluation;
- Ensuring mentoring and training of project team as well Municipality staff to foster capacity building on M&E knowledge.
- Monitor project progress through field visit as may be required, offer feedback and keep regular communication with related field
- Produce reports in English and /or Somali as required.

3. Period of Performance

The M&E Specialist contract will be for approximately 12 months with probation period of three months on a full-time basis, with a possibility of extension subject to performance and available financing.

4. Qualifications & Experience

1. Post graduate Degree or above in a relevant subject – project management, social sciences’ focus on M&E is preferred
2. A minimum of 6 years’ demonstrated professional experience in project implementation and management with a minimum of 5 years of M&E experience
3. The M&E Specialist should possess excellent technical skills in socio-economic research and program and project performance assessment.
4. Excellent data analytical skills and interpretation. S/he must have ability to write clearly and concisely, and have sound quantitative skills (managing, analysing and interpreting data).

5. Demonstrated experience in monitoring and evaluation of development project activities.
6. Strong communication and facilitation skills and ability to establish good working relationships with colleagues and stakeholders in a sensitive environment. S/he must be able to respond quickly to requests for information
7. S/he must demonstrate strong interpersonal and motivational skills and sensitivity to the local environment as well as the ability to work with minimal supervision.
8. Fully proficient in the following software applications: Word, Excel and Power Point.
9. High level computer skills in statistical programmes such as SPSS, STATA, SAS is preferable. Experience in training and facilitation of M&E activities.
10. Broad knowledge and understanding of public sector reform, public financial management performance assessments would be a plus;
11. Very strong planning, system development and organizational skills including results based management.

5. Other Qualities or Requirements

- Willingness and ability to work effectively under pressure and ability to multi-task;
- Strong conceptual and analytical skills and demonstrated organizational, management& supervisory skills;
- Willingness and ability to work in a team;
- Excellent interpersonal skills, strong verbal and written communication skills in English;