



**TERMS OF REFERENCE
CALL FOR PROPOSALS, MONITORING & EVALUATION
CONSULTANCY**

I. Position Information

Project: 'Resourcing change: inclusive peacebuilding from the ground up'
Title: Monitoring and Evaluation Consultancy
Contract Type: Individual Contract (IC)
Duty Station: Juba, South Sudan
Duration of Assignment: 1 Week (5days)

II. Background Information

The design of this project/intervention is grounded in extensive consultation with Women Civil Society Organizations (WCSOs) in target conflict clusters, including a study of self-reported challenges and opportunities identified by +200 WCSOs.

The project design is further grounded in ongoing engagement and partnership with WCSOs as a part of our FCDO-funded Resourcing Change programme.

Hope Restoration South Sudan in partnership with UNPBF through Saferworld, seeks to engage a consultant to help in capacity strengthening of the WCSOs in the project in proposal writing as well as Monitoring and evaluation skills.

III. Duties and Responsibilities

Objective

Main objective of this position is to help in capacity strengthening of WCSOs in proposal writing and Monitoring & Evaluation skills. This will serve as a key instrument in their day to day activities as they plan to write proposals and monitoring activities in their various field locations

Scope of Work

Under the immediate supervision of the Head of Programs & Program manager, the consultant will perform the following tasks;

1. Training the Women Civil Society Organizations (WCSOs) on Proposal writing
2. Train the Women Civil Society Organizations (WCSOs) on Monitoring & Evaluation

1. Training the Women Civil Society Organizations (WCSOs) on Proposal writing

- a) Understand different ways of resource mobilization
- b) Understand the principles of project development and proposal writing
- c) Organize the different components of a proposal in a logical flow



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- d) Write an effective proposal according to the donor's requirements and guidelines
- e) Use of M&E frameworks in project design when developing a proposal
- f) Write good quality reports tailored to a target audience

2. Train the Women Civil Society Organizations (WCSOs) on Monitoring & Evaluation

- i. Introduction to Monitoring and Evaluation
- ii. Linking M&E to Project Design
- iii. Identifying Indicators & Targets
- iv. Data Collection
- v. Report writing

Deliverables

- Conduct training on proposal writing
- Conduct training on Monitoring & Evaluation
- Quality report of the combined trainings to the Head of Programs as per the agreed timeline

IV. Expected Training Results

- Participants will be able to articulate the M&E concepts, their linkages and importance in projects/programs
- Participants will be able to develop implementation and monitoring plans for their projects/programs
- Participants will be in a position to develop log frames and results based frameworks for their projects/programs
- Participants will be able to formulate and articulate theories of change for their projects/programs
- Participants will be able to develop indicators for the different results levels in their projects/programs
- Participants will be able to do reports that capture the goals, objectives and the results
- Participants will be able to write proposal according to donor guidelines

V. Languages

Excellent written and spoken command of English. Knowledge of Arabic is an added advantage.

VI. Qualifications



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- At least 3 years work experience 2 of which should have been spent in the humanitarian sector
- Good knowledge of programme implementation, monitoring and evaluation techniques and practices.
- Extensive knowledge of reporting procedures, best practices, guidelines, and tools for monitoring, evaluation and learning, including impact evaluation
- Good knowledge and experience regarding gender mainstreaming and peace building
- Good moderation, facilitation and training skills.
- Ability to perform a variety of conceptual analyses required for the formulation, administration and evaluation of projects.
- Excellent analytical skills.
- Ability to work in a team and good interpersonal skills.
- Good computer applications skills.
- Good organizational skills.
- Ability to deal with people with tact and diplomacy.
- Ability to work independently with a minimum of supervision.
- Ability to work under time pressure and meet deadlines.

VI. Quality Assurance

The consultancy report will be subject to internal quality assurance in HRSS project management.

Remuneration

State your daily rate in your application in USD

Application Deadline: 10th April, 2024

Please Send your application to;

Logistics@hoperestorationsouthsudan.org and copy to roseb@hoperestorationsouthsudan.org , joseph@hoperestorationsouthsudan.org