

- **Job title:** Monitoring and Evaluation (M&E)Expert
- **Type of contract:** External Expert
- **Location:** Amman

### 1. Background

Rasheed for Integrity and Transparency / (Transparency International - Jordan) was established at the end of 2013, as a non-profit civil society organization, through a group of activists in public work. Rasheed started its work through its headquarters in Amman at the beginning of April 2014, representing Rasheed as the only official point of contact representing Transparency International in Jordan. It aims to improve the Jordanian citizen's involvement in anti-corruption activities, immunize public and private institutions and local government institutions against corruption, improve the effectiveness and independence of the supervisory and specialized institutions and departments in the field of combating corruption, and enhance the integrity of the two authorities. Legislative and judicial, to reach a cohesive Jordan with a national integrity system.

### 2. Scope of work

- Develop and strengthen monitoring, inspection, and evaluation procedures;
- Develop indicators and a monitoring strategy for the project;
- Develop monitoring and impact indicators for the project's success;
- Prepare a Risk Log for the project;
- Monitor all project activities, expenditures, and progress toward achieving the project output;
- Monitor and evaluate overall progress on achievement of results;
- Monitor the sustainability of the project's results;
- Measurable Outputs and Performance Indicators.
- Provide inputs, information, and statistics for quarterly, annual, and other reports to the Project Manager;
- Participate in annual project reviews and planning workshops and assist the Project Manager in preparing relevant reports;
- Support monitoring and evaluation of the effects and impact of the project;
- Provide feedback to the Project Manager on project strategies and activities;
- Suggest strategies to the Project Manager for improving the efficiency and effectiveness of the project by identifying bottlenecks in completing project activities and developing plans to minimize or eliminate such bottlenecks;
- Report monthly, quarterly, half-yearly, and annual progress on all project activities;

### 3. Qualifications and Skills:

- Bachelor's degree in public/business administration, international relations, other social sciences, or related fields;
- At least 5 years of experience in monitoring, and evaluation;
- Excellent analytical skills and aptitude for details;
- Strong statistical analysis skills;
- Excellent reporting skills;
- Very strong organizational skills, analytical and problem-solving capabilities;
- Ability to work on several tasks simultaneously and to meet concurrent deadlines;
- Strong team player, responsive, and with good interpersonal skills;
- Experience working with NGOs or other international donors;
- Experience with M&E tools and systems is preferred;
- Experience with qualitative and quantitative M&E data analysis required;
- Strong communication skills – both written and oral;
- Fluency in both Arabic and English: reading, writing, and speaking.

### 4. Application Instruction:

- Send CV to the following e-mail: [info@rasheedti.org](mailto:info@rasheedti.org), entitled with **M&E Expert**.
- Submit a Financial Proposal with a clear indication of the consultancy fee per day.

*Rasheed for integrity and transparency (Transparency International - Jordan) provides equal and fair opportunities in employment for all people without regard to race, color, religion, gender, origin, age, political affiliation, or marital status.*