

J O B D E S C R I P T I O N & P E R S O N S P E C I F I C A T I O N



Senior Technical Specialist/ Technical Specialist, Monitoring, Evaluation and Learning (MEL)

October 2021

Job Description and Person Specification

Senior Technical Specialist/Technical Specialist: Monitoring, Evaluation and Learning

About the Role

Social Development Direct (SDDirect) are seeking candidates with a strong background in monitoring, evaluation and learning (MEL), particularly quantitative approaches, and gender equality and social inclusion (GESI) to join our growing MEL team at SDDirect. The role will lead and support on a range of cross cutting gender equality and inclusion related M&E projects and research. We are particularly interested in candidates with strong quantitative evaluation and research skills and experience.

About Us

Social Development Direct (SDDirect) is a leading provider of high-quality, innovative social development expertise, consultancy and research services. As a specialist firm, we offer in-depth thematic expertise in safeguarding; gender-based violence prevention and response; governance and inclusive societies; and inclusive economic empowerment, amongst others.

We have a strong track record, over 20 years, of providing high quality services that include technical advice and support, research, development assistance programme design, delivery and management, monitoring and evaluation. Our clients are leading international bilateral and multilateral development agencies, INGOs and Foundations. We are a medium-sized social enterprise, wholly owned by Plan International UK, with a global track record in over 50 countries. Read more about us and our work at: www.sddirect.org.uk

We have an exciting opportunity to recruit a Senior Technical Specialist/Technical Specialist role (depending on experience) to support MEL and research contracts across SDDirect. Please read on to learn more about the role and kind of applicants we are looking for.

To apply

If you are interested in joining our dynamic team, please email your tailored CV with a cover letter by email to jobs@sddirect.org.uk. We will be reviewing on a rolling basis. Please use this email subject line: **'Senior technical specialist/ technical specialist, monitoring, evaluation and learning (MEL)– Your Name'**. The deadline for applying is the **29th of October 2021**. This is a UK based role, please confirm your eligibility to work in the UK.

Social Development Direct's organisational vision is a just and equal world founded on gender equality and social inclusion. Our mission is to provide excellence in social development to support policies, laws, social norms and institutions that advance social, economic and political justice for all. We are committed to creating a safe, diverse, and inclusive workplace and welcome people from minority backgrounds to apply.

Interviews will be held in November 2021. Please let us know if you would require any assistance to attend the interview, which will be held virtually via Skype, Zoom or Teams.

Due to the high volume of applications, we are only able to respond to shortlisted candidates.

ROLE OVERVIEW

Summary of role		
1	Reports to:	Jo Feather, Senior Technical Expert
2	Location:	This is a UK based role. You must have eligibility to work in the UK. Our London Head Office works on a hybrid basis – we are open to flexible working.
3	Appointment term:	Full-time permanent
5	Remuneration Package:	TS Salary: £30,000 - £43,000 per annum STS Salary: £43,000 - £55,000 per annum (depending on experience)

This is an exciting role for an experienced MEL professional to join a cutting edge and growing international social development organisation. As a Senior Technical Specialist/Technical Specialist in MEL you will focus on technical delivery of MEL work across a number of SDDirect's portfolios including inclusive economic development, GBV, safeguarding and governance and inclusive societies as well as cross-cutting themes such as climate justice and digital.

This position will play a key role delivering technical work in the MEL cross-cutting theme across all portfolios in SDDirect. This will include desk-based work, with the possibility of in-country travel. The type of assignments you will be involved in include research projects,

undertaking evidence reviews, designing and implementation of evaluations and development of monitoring frameworks and more.

The post holder will demonstrate feminist values and a commitment to social justice. They will represent SDDirect with international stakeholders, and support opportunities to increase the diversity of SDDirect and its partnerships.

MAIN DUTIES & RESPONSIBILITIES

Technical Delivery & Leadership

- Provide strong MEL technical skills on relevant projects for example providing expertise in, for example providing expertise in quantitative and/or mixed methods research, monitoring and evaluation methods.
- Provide quantitative and statistical analysis support to relevant projects, evaluations and research projects. Including supporting the design of quantitative elements (sample size, methodologies), managing data collection and analysing large datasets using relevant software (STAT, SPSS, R etc).
- Undertake high quality technical consultancy work to clients in the fields of MEL and gender equality and social inclusion (GESI).
- Support and lead on MEL related projects including research and evaluations providing excellent client liaison and leadership of team inputs and budgets.
- Lead on and provide high quality inputs into MEL related bids.
- Participate in company-wide learning around MEL and support internal MEL systems and process.
- Share learning with other teams and technical leads across SDDirect and identify areas for cross-portfolio collaboration, for example designing measurement approaches for thematic areas such as women, peace and security or safeguarding.
- Support in the delivery of other SDDirect projects across portfolios (e.g. Gender Based Violence, Inclusive Economic Development, etc.) as needed and depending on availability.
- Contribute intellectual leadership within this technical area and act as a source of up-to-date practice in areas such as participatory or feminist evaluation.

Raising SDDirect's Profile

- Contribute to building positive relationships and collaboration with diverse clients and partners.
- Represent SDDirect at meetings, conferences and on social media and ensure that SDDirect's work on inclusive, participatory and feminist MEL systems, approaches and methods are disseminated and profiled externally.

Business Development

Contribute to the growth of SDDirect’s portfolio of work in this technical area, through:

- Identifying areas of growth and new business opportunities through close and direct contact with clients, potential clients, partners, potential partners, in-house staff and external consultants
- Providing high quality technical input and content for relevant expressions of interest, bids and research proposals to prospective clients.

This is not an exhaustive list as duties may vary from time to time in consultation with the post-holder.

Person Specification

<p>Essential:</p>	<ul style="list-style-type: none"> • A university degree and post-graduate qualification in a relevant discipline (e.g. international development, economics, politics, political economy, human rights, public administration, public policy, sociology, gender studies, peace & conflict studies, social work etc.) or equivalent • Relevant experience (between 5-10 years technical experience including some international/overseas experience) related to MEL in the Global South, working with multilateral, bilateral or non-governmental development organisations. • Relevant experience and skills in leading or playing a key role in the design and delivery of research, evaluations and MEL frameworks. Experience contributing high quality inputs to research, evaluation and MEL frameworks. • Strong experience in quantitative and/or mixed method MEL techniques and approaches. Including design of quantitative elements of monitoring and evaluation (i.e. sampling, tool design, and statistical analysis techniques) and relevant software packages (i.e. STATA, SPSS, R). • Demonstrated ability to consistently deliver quality with excellent written, verbal and presentational skills and an ability to communicate complex ideas to a range of audiences including to external audiences. • Excellent interpersonal and communication skills, including with clients. • Strong organisational skills, attention to detail and ability to meet deadlines
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	<ul style="list-style-type: none"> • Demonstrated analytical skills. • A clear commitment to human rights, gender equality and social justice. • A self-starter and strong team player. • Fluency in written and spoken English. • Ability to travel internationally and right to work in the UK.
<p>Desirable:</p>	<ul style="list-style-type: none"> • Understanding of best practice for gender equality, social inclusion, ethics and safeguarding in evaluation and research. • Relevant skills and experience working in one or more of the following thematic areas: • Inclusive economic development (including women’s economic empowerment and infrastructure and cities) • Governance and inclusive societies • Security, justice and peace-building • Gender-Based Violence • Safeguarding • Education and inclusive services • Climate justice • Digital • Experience commissioning research and working in collaborative relationships with partners from the Global South. • Experience of bid-writing and proposal development experience for consultancy/research opportunities and tenders. • Experience of working in a consultancy or as an employee of a donor agency, development finance institution, private-sector or multilateral development organisation. • Experience of working in Sub-Saharan Africa, Middle East/North Africa and/or South Asia.