



Advertisement:

Manager (Design, Monitoring and Evaluation)

Full-Time. Based in London, Beirut or Gaziantep (TBC)
with up to 40% Travel

March 2017



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Note: Please be aware that if you recently applied for the Services Manager (DME) position in Turkey or Lebanon, as advertised on our website, you do not need to reapply. These CVs will be considered as part of this recruitment and you will be contacted if you are invited to interview.

Who we are:

Integrity sets the international standard for ethically delivered, expert services in challenging, complex and fragile environments. We work to assist our clients in the international community and the global private sector to transform conflict and build stability, accountability and prosperity. We aim to help our clients succeed in fragile and challenging environments while building trust and giving a voice to local people.

We deliver five key services: Programme management and implementation / programme design, monitoring and evaluation / stakeholder engagement / capacity development / research and analysis.

Our services are underpinned by the principles on which the company was founded: an expert understanding of local context, ethical procurement and contracting, and a commitment to high quality work. Through our project delivery we fulfil our mission to build local skills and capacity by investing in sustained and equitable relationships with local partners.

Integrity employs a multinational team of project managers and implementers, thematic and regional experts, researchers, evaluators and analysts with years of experience delivering complex programmes in fragile geographies across Africa, Asia and the Middle East.

Further information about Integrity can be found at www.integrityglobal.com.

Scope of work:

The Manager (Design, Monitoring & Evaluation) will sit within our Services Directorate (as a Services Manager). He/she will be based in London, Beirut or Gaziantep, dependent on project development between March and June 2017 and the candidate's preference¹. He/she will particularly focus on project development (designing technical approaches, methodologies and teams) and delivery, combining technical expertise with effective project and client management. The position will report to a Senior Manager based in their location.

¹ We expect at least one position in the UK and MENA regions.

Terms of Reference:**A. Project development and client management (45%)**

The candidate is expected to support project development and business development, and drive and grow Integrity's client base through existing relationships. He/she will:

- Draft technical and commercial proposals of varying sizes with a focus on monitoring and evaluation.
- Coordinate with partners on relevant frameworks to formulate technical and commercial approaches to tenders and pre-position for business opportunities.
- Provide technical assistance and inputs on M&E methodologies for technical proposals.
- Explore upcoming opportunities not yet tendered, through effective pre-positioning with potential primes and other relationships.

B. Project delivery (45%)

The candidate will support, manage and deliver key projects and outputs across Integrity's portfolio. Key project management responsibilities may include, but are not limited to:

- Direct projects; ensure oversight and support; and assume primary accountability for budgets, deliverables, risk and project closedown.
- Contribute to the delivery of contracted work through project management including financial and budget management, forecasts and budget planning, data management, client communications and coordination of delivery efforts.
- Provide technical inputs, in a short-term technical assistance role, including quality assurance of project team deliverables.
- Manage relationships with core consultants; identify new consultants with the appropriate technical, management and thematic skills to deliver Integrity's growing portfolio of work; grow and nurture the database of M&E consultants ahead of upcoming opportunities.
- Lead client communications and relationship management.

C. Thought leadership and thematic development (10%)

- Understand, monitor and disseminate new agendas and trends within the field, with a particular focus on contribution analysis, third-party monitoring, conflict sensitive indicator development, quantitative monitoring, impact assessments and learning.
- Enhance Integrity's approaches and methodologies in relation to M&E, with a view to promote innovative practices and position the organisation as practice/thought leader.
- Develop and update thematic and technical brochures that demonstrate Integrity's capacity and expertise for internal and external dissemination.

Education and Experience:

The candidate will have:

- A Bachelor's degree in a relevant subject such as economics, political science, international relations, sociology, social anthropology, international development, conflict and peace studies or related subject.
- 5 years' experience of working in the international development sector, including business development and project delivery.
- Monitoring and evaluation experience.

Preferable:

- Experience working with funding agencies including DFID, FCO, USAID etc.
- Experience working in Fragile and Conflict-Affected States.

Competencies:

The candidate will demonstrate:

- Knowledge of international best practices in governance work and political economy analysis.
- Leadership skills and an ability to work well both independently and in teams.
- Project management skills, such as team, financial, and client management skills.
- Ability to work under pressure and to tight deadlines.
- Experience designing and applying quantitative and qualitative research methods.
- Personal commitment, flexibility, and efficiency.

Languages:

- Written and oral fluency in English
- Knowledge of Arabic or French desirable.

Remuneration:

- Dependent on location and experience.

How to apply:

Please specify in your application any preference on location.

If you are interested in applying for this position, please complete the application form at <https://www.integrityglobal.com/apply/> and attach a CV and Cover Letter at the bottom of your application. Closing date for applications: **26 March 2017; rolling applications with a view to shortlist by end of March 2017.**

Please be advised that only shortlisted applicants will be contacted.



Occasionally, due to business requirements and campaign responses, the position may be filled prior to the deadline.

Integrity is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, gender reassignment, religion or belief, marital status, or pregnancy and maternity. We will respect your confidentiality and abide by UK data protection laws.

Candidates must have the right to work in the UK if applying for a London-based position.



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