



Advertisement:

# Team Leader for the Learning and Monitoring Programme Somalia (LAMPS)

Full-Time, based in Nairobi, Kenya

October 2017



LEARNING  
AND  
MONITORING  
PROGRAMME  
SOMALIA



INTEGRITY

# TERMS OF REFERENCE

## Team Leader, Learning and Monitoring Programme Somalia (LAMPS)

### 1. Overview of programme – LAMPS

The Learning and Monitoring Programme Somalia (LAMPS) is a three-year programme of monitoring, evaluation, learning and consultancy services contracted to Integrity by the UK Department for International Development (DFID), supporting DFID's Somalia Monitoring Programme II (SMP II) of which it is a component. Integrity, in consortium with Altai Consulting, delivers LAMPS in each of Somalia's federal regions from a central delivery hub in Nairobi, Kenya. LAMPS works across DFID's development portfolio in Somalia, helping ensure greater accountability, better risk management and improved understanding of, and learning insights from, programme performance.

### 2. Role Title

Team Leader

### 3. Role Summary

The Team Leader is responsible for the day-to-day technical delivery of the programme, overseeing the design, implementation and execution of all workstream teams' (TPM verifications, M&E Technical Assistance and In-Field Financial Review) activities. The Team Leader is expected to coordinate across workstream activities, managing the timely design and production of deliverables, STTA inputs, and quality assuring all technical deliverables to the client. They lead on internal and external learning across the programme, are responsible for embedding the best practices within the programme and sharing result and benefits of the programme with DFID and its implementing partners.

The Team Leader reports to the Programme Director. The Team Leader line-manages the Deputy Team Leader, M&E Technical Assistance Lead and Financial Review Advisor; acting as the day-to-day point of contact for DFID on matters pertaining to technical delivery.

### 4. Activities

The Team Leader will be responsible for:

#### Oversee LAMPS Technical Delivery (50%)

- In line with the strategic direction given by the LAMPS Governance Board, oversee the technical delivery of the LAMPS programme, ensuring the timely delivery of high quality deliverables.
- Coordinate technical, programmatic and operational activities with the other members of the Programme Management Unit (PMU), aligning them with the programme's strategic direction and programme logframe.
- Lead the development of annual work plans and oversee workstream-specific work planning and progress across Third Party Monitoring Verifications, Monitoring and Evaluation Technical Assistance, Financial Reviews, and Learning.
- Chair regular meetings with workstream leads (Deputy Team Leader, M&E Technical Assistance Lead, and Financial Review Advisor) to strategise coordination, integration and cross-pollination of workstream activities and deliverables; managing the operationalisation of this strategy.

- Report on risk management of issues affecting programme delivery; developing and updating guidance and implementing suitable mitigation measures across the technical team, communicating issues and mitigation plans to the Programme Director and DFID in a timely manner and escalating incidents to all relevant parties in real-time.

#### **Programme Learning (20%)**

- Oversee the production of all internal and external learning deliverables including but not limited to reports, workshops, seminars, meetings; steering the design, consultation and implementation of learning activities.
- Manage the inputs of the workstream leads and Learning Analyst in the production of workstream-specific learning reports and events relevant to the LAMPS and external stakeholders, including synthesis of data and learning from LAMPS.
- Quality assure all learning deliverables.
- Lead technical inputs into LAMPS deliverables (Quarterly Reports, Annual Reports, Exit Strategy and Close Down Report), ensuring relevant data is collected to evidence annual reporting.

#### **Client and Partner Engagement (20%)**

- Act as the day-to-day focal point for DFID Somalia on all aspects of technical delivery.
- Represent LAMPS at meetings with DFID and key stakeholders such as government, bilateral and multilateral agencies, and DFID's Somalia Implementing Partners; facilitating and coordinating meetings between the client and workstream leads.
- Be an ambassador for LAMPS in the broader DFID and Implementing Partner community in Kenya and Somalia.

#### **Personnel Management (10%)**

- Day-to-day programme line management of the Deputy Team Leader, Monitoring and Evaluation Technical Assistance Lead, and Financial Review Advisor; ensuring their tasks are understood and executed to a high quality in a timely manner.
- Guiding the capacity development priorities of all technical delivery personnel, ensuring time and resources are set aside to address key areas of programmatic and professional growth. In consultation with DFID oversee recruitment process for long- and short- term programme personnel (TOR development, short-listing, interviewing, selecting preferred candidates and presenting them to DFID) for technical positions and managing performance.

### **5. Additional Information**

- The position will be based in Kenya at Integrity's Nairobi office.
- The role will be full-time
- Candidates must be fluent in written and spoken English.
- To learn more about Integrity please visit the following link: [www.integrityglobal.com](http://www.integrityglobal.com)

**How to apply:**

If you are interested in applying for this position, please complete the application form at [www.integrityglobal.com/apply](http://www.integrityglobal.com/apply) and attach a CV and Cover Letter at the bottom of your application.

Closing date for applications: **30 November 2017**

*Please be advised that only shortlisted applicants will be contacted.*

***Candidates must have the right to work in Kenya.***

*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.*



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