

PROJECT ADVERTISEMENT

CHIEF OF PARTY

Full-time positions based in Baghdad, Iraq and Amman, Jordan

October 2, 2024



Introducing Integrity

Integrity is an ethical consultancy and service provider working in challenging and complex environments around the globe.

We help our clients succeed in fragile and challenging environments while building trust and understanding as the basis for transformative change. We work across all phases of the program and project cycle, delivering ten complementary services: monitoring, evaluation and learning / data and knowledge management / research, evidence and analysis / advisory / project management / communications / technical assistance / capability and capacity development / stakeholder engagement / grant and fund management. Our services are underpinned by the principles on which we were founded, a commitment to providing reliable information and evidence, and expert and high-quality delivery.

Headquartered in London and Washington DC, Integrity also has offices in Jordan, Kenya, and Pakistan. Our multi-national team of over 80 deliver multi-year projects, programs and consulting assignments to a wide range of government clients, international organizations, foundations and private sector clients.

VISION: To set the international standard for ethically delivered expert services in complex and challenging contexts.

MISSION: We use evidence and learning to provide trusted advice and enable change for a sustainable future.

VALUES:

- **Courage:** We work on many of the world's most complex problems. We stand against violence in all its forms. We are unafraid to stand up to illegal or unethical practices.
- **Objectivity:** We challenge conventional thinking. Our recommendations are not based on assumptions or ideology but evidence and learning.
- **Diligence:** We incorporate our best individual and collective intellect through rigor, reflection, and collaboration.
- **Accountability:** We take responsibility for the quality of our work and performance. We hold ourselves to account through clear policy and process, sustained by long-term profitability.
- **Sensitivity:** We understand the impact of our presence and our work, empathize with people's situations, and commit to do no harm.

ETHICS: Integrity upholds the highest ethical standards in our work, our employment of staff and our interaction with people. Through adherence to our core values, we ensure the best possible service, and benefit the communities amongst whom we work.

We commit to building a diverse and inclusive organization where all feel safe and able to progress, contribute and be heard, regardless of gender, race, disability, age, sexual orientation, religion, marital or parental status.

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

Project Background

Integrity is looking for dynamic Chief of Party (COP) candidates for two anticipated USAID activities: USAID/Iraq's Performance Management and Evaluation Services (PMES) activity and USAID/Jordan's Monitoring, Evidence and Research for Learning Activity (MERLA).

For Iraq: The Contractor will provide USAID/Iraq with utilization-driven support in the areas of project/activity monitoring, evaluation, research, organizational learning, and knowledge management. The primary goal of this contract is to improve performance management at all levels to help the Mission meet Agency requirements, make better informed strategic and management decisions, and advance USAID learning on effective development approaches.

For Jordan: USAID/Jordan's Monitoring, Evidence and Research for Learning Activity (MERLA) is intended to be an umbrella mechanism providing USAID/Jordan with empirical data on program effectiveness, deepen accountability, foster learning, and knowledge management, and improve Monitoring, Evaluation and Learning (MEL) and Collaboration, Learning and Adapting (CLA) capacity within USAID/Jordan Mission and Jordan in general. The Activity will be designed to advance USAID localization agenda and promote diversity, equity, inclusion, and accessibility (DEIA) goals.

Scope of Work

The COP will lead the technical direction and manage overall operations of the activity tasks while ensuring the performance is delivered in accordance with quality standards, schedules, and approved costs. They will serve as the main point of contact for the client and external stakeholders. Please be advised that the position is dependent on contract award.

Terms of Reference

- Provide overall strategic leadership and day-to-day management of the activity.
- Serve as the primary point of contact to USAID on day-to-day activity implementation, management, and reporting issues.
- Develop collaborative relationships with key stakeholders, including at the Mission and relevant regional, and national actors including implementing partners, government institutions, and other professional organizations.
- Lead and manage the activity team to achieve activity results and ensure coordination across components, as well as among technical, activity management, and finance and administrative teams.
- Lead the development of annual and quarterly workplans, and progress reports per client contractual requirements.
- Oversee and ensure quality assurance of all monitoring, evaluation, learning, reporting, and dissemination activities under the contract.

- Mentor, support, and supervise activity staff and directly manage consultants, ensuring technical capacity and providing technical assistance and backstopping when required.
- Ensure compliance with USAID regulations, Integrity's policies and standard operating procedures, and national laws and policies.
- Promote activity sustainability through networking, linkages to other activities, capacity building of activity staff, and institutional strengthening in support of localization.
- Develop and oversee contract work plans and budgets based on expected contract outputs and results using an adaptive management approach.
- Provide overall responsibility for all data collection, monitoring and evaluation, report generation, learning and dissemination activities, and related tasks.
- Ensure quality control and the overall responsiveness of MEL technical assistance provided under the contract, including necessary adjustments to operations to fit the requirements of USAID and working environments in Iraq and Jordan.
- Oversee the training for staff (mainly the field monitors) and building local capacity for monitoring and evaluation staff and/or subcontractors.
- Identify issues and risks related to contract management in a timely manner.
- Manage the activity's financial resources in accordance with the budget as well as USAID's policies and regulations.

Your Experience and Expertise

- A graduate degree in international development, economic development, or a related discipline.
- At least 10 years' experience designing, managing, and implementing complex MEL activities.
- Previous experience as a COP or senior field management experience such as Activity Director, Regional Director or Country Director roles, demonstrating professional interaction with senior U.S. And foreign government officials and ability to provide consulting services in helping clients analyze problems, and devise and adopt solutions.
- Demonstrated experience in performance monitoring, data quality assurance, evaluation methodology, data collection and analysis, CLA facilitation, and MEL capacity strengthening.
- Understanding USAID's Program Cycle, Evaluation Policy, CLA Framework, Local Capacity Strengthening Policy, Gender Equality and Women's Empowerment Policy, and ADS 201.
- Proven ability to develop and maintain effective relationships with USAID staff, implementing partners, host government counterparts, and other local/regional stakeholders.
- Prior experience in supervising long-term field staff and short-term U.S., third country, and local experts with expertise in MEL and adaptive management.
- Excellent communication and presentation skills.
- Prior experience working in Iraq or the Middle East highly desirable.
- Demonstrated ability to assemble, quickly and effectively, and to manage a highly skilled, interdisciplinary team is required.

- Experience working with a diverse group of stakeholders, including donor/development organizations, government officials, civil society leaders, community leaders, and project beneficiaries is required.
- Experience building organizational capacity in monitoring and evaluation, dissemination and learning and/or training individuals in monitoring and evaluation is required.

Languages

- Full professional proficiency in spoken and written English, with ability to write and speak persuasively, clearly, and effectively, is required. Must be able to use the language fluently and accurately and be able to read all styles and forms on all levels pertinent to professional needs.
- Modern Standard Arabic ability is desirable but not required.

How to Apply

If you are interested in applying for this position, please complete the application form at www.integrityglobal.com/apply and attach a CV and Cover Letter, explaining why you are suitable for and want the role. **Applications submitted without a cover letter will not be considered.**

The closing date for applications is **October 27, 2024**. However, we will review candidates on a rolling basis and the vacancy may be filled before this deadline. **We encourage early applications.** Please be advised that only shortlisted applicants will be contacted.

Integrity is an equal opportunities employer. We encourage applications from suitably qualified and eligible candidates, regardless of gender, race, disability, age, sexual orientation, religion, marital or parental status. We will respect your confidentiality and abide by data protection laws.