

Job Poster

Position Title:	Evaluative Learning Specialist (ELS)
Location:	CODE Office, Freetown, Sierra Leone
Reports to:	Country Representative with technical supervision from the Evaluative Learning Manager at CODE HQ
Supervises:	N/A
Date:	July 2021

Good books brought to life by excellent teachers help learners understand and thrive in the world around them. That is the idea behind CODE. CODE takes a comprehensive approach to programming, working with teacher educators, teachers, librarians, writers, and publishers to develop and sustain literate environment. CODE works in partnership with national and local governments, local implementing partners and in-country experts as well as with international experts.

SUMMARY

CODE and its local partners are implementing several projects that aim to dismantle barriers to education for girls while improving the quality of education for both girls and boys in selected fragile areas in Sierra Leone, Liberia and Ghana. It will build on and complement former and current projects implemented by CODE in Sierra Leone including Reading CODE, Revitalizing Education Development in Sierra Leone (REDiSL), Results in Education for all Children (REACH) Reading Pilot, and the Early Grade Integrated Literacy and Numeracy Instruction (EGILNIP) project.

CODE is looking for a monitoring and evaluation specialist with extensive experience in **education assessment** to support the country programs. Applicants must be able to legally work in Sierra Leone. The **ELS** will work under the direction of the Country Representative responsible for CODE Sierra Leone office, with technical supervision from the Manager of Evaluative Learning in Ottawa, Canada. The **ELS** will also support the implementation, monitoring and assessment of all projects and programs in Sierra Leone, Liberia and Ghana. The home office for the position will be in Freetown, Sierra Leone with national and international travel as needed in accordance with meeting CODE's Strategic Plan.

KEY AREAS OF RESPONSIBILITY

The ELS will work closely with CODE HQ Manager of Evaluative Learning, to identify/develop tools and processes for collecting outcome data on CODE projects and programs. This individual will specifically:

- Provide quality control for the collection, analysis and reporting of indicator data;
- Work with local partners to submit program reports on a quarterly (and as required) basis
 - Monitor and evaluate progress towards meeting project and annual work plan objectives and expected outputs and outcomes including selecting progress indicators and monitoring progress in meeting them.
 - Support the preparation of narrative reports (quarterly, semi-annual or annual) for GAC and other donors.
- Lead assessment and research activities at the community level to gather information and analysis on gender, in particular adolescent girls' education issues.
- Contribute to the updates and development of results-based tools that comply with CODE's policies in collaboration with volunteers, consultants, local partners and stakeholders.
- Support the preparation and dissemination of information related to gender issues that are affecting adolescent girls' education.
- Work with the Country Representative to develop, implement and participate in monitoring and evaluation exercises on girls' education, program and annual reviews with government and other counterparts to assess progress and to engage stakeholders to take required action/interventions to achieve results.
- Support the Country Representative in working with relevant ministries, partners and other stakeholders to establish benchmarks, performance indicators and to assess/strengthen coherence and delivery of concrete and sustainable results in girls' education programs.
- Support the monitoring, evaluation and reporting on gender mainstreaming by ensuring the collection of relevant baseline information and formulation of indicators that are gender sensitive.
- Support volunteer, consultant, and guests in the field.
 - Provides logistical support to volunteers, consultants, and guests as necessary
 - Performs administrative duties consistent with CODE SL office policies and practices

POSITION QUALIFICATIONS REQUIRED KNOWLEDGE, COMPETENCIES AND EXPERIENCE

Requirements

- Commitment to CODE's values and vision and have a passion for what we do;
- Minimum of a Master's degree in relevant discipline (education, social sciences, etc.)
- 7-10 years of relevant work experience in **assessing social change programs** in developing countries
- Demonstrated **research experience and skills**, complemented by experience in collaborating with varying types of partners.
- Familiarity with **digital data collection** tools, apps and programs an asset.
- Extensive knowledge in **collaboration, learning, and adapting concepts for education projects**.
- Exceptional communications and presentation skills, **fluency in English**. Local languages an asset.
- Strong teamwork and effective **cross-cultural interpersonal skills**.
- Experience working with/through partners in development programs;
- Willingness and ability to travel (up to 30% of the time) both domestically and internationally.
- Applicants must be legally able to work in Sierra Leone

Applications including your cover letter and CV should be submitted no later than Friday 13th August 2021 to jobs@code.ngo. For more information, visit www.code.ngo