



Job Description - Monitoring and Evaluation Consultant

Counsel to Secure Justice is looking for a competent individual to undertake a variety of program monitoring and evaluation tasks along with research and report writing for CSJ's projects on child protection and restorative processes with special focus on a project on holistic rehabilitation for children under institutional care in Rajasthan.

The Consultant will be responsible for designing and implementing the M&E activities of the Project; assisting the team in preparing Quarterly and Final Reports on project progress and will monitor the project activities on a regular basis, developing and maintaining the evaluation format of the Project and will be responsible for the collection & analysis of different data in relation to the project activities.

The Consultant will work in close collaboration with different teams in CSJ.

Job Title: Monitoring and Evaluation Consultant

Duration: Five months starting August 2022

Remuneration: Remuneration for this position will be commensurate with competitive industry standards and relevant work experience.

Key Responsibilities

- Develop and strengthen monitoring and evaluation procedures grounded in a child-rights and needs and restorative framework;
- Develop monitoring and impact indicators for the projects;
- Set up mechanisms for monitoring all project activities and progress towards achieving the project outputs and ensure implementation of these mechanisms;
- Provide feedback to the Program Director and Program Lead on project strategies and activities
- Suggest strategies for improving the efficiency and effectiveness of the project by identifying bottlenecks in completing project activities and developing plans to minimize or eliminate such bottlenecks;
- Report monthly, quarterly, half-yearly and annual progress on all project activities;
- Assist the project team with understanding and implementing M&E tools;
- Write reports on project status; outcomes and outputs;
- Conduct research on specified topics.

Requirements

- 3-5 years' experience of working in monitoring and evaluation;
- Experience in strategic planning in the child protection sector including indicator selection, target setting, designing tools and strategies for data collection, reporting, database management, developing M&E and/ performance monitoring plans and analysis;
- Experience in conducting research studies including the evaluation cycle, from design and formulation to implementation, analysis and presentation of results and recommendations;



- Experience of working in the child protection sector and understanding of child rights and laws in India preferred;
- Degree in social sciences or other relevant fields (Statistics, Economics, Monitoring & Evaluation, Demography, Population Studies);
- Prior research experience with publications;
- Comfortable visiting in Child Care Institutions including with Children in Conflict with the Law and Children in Need of Care and Protection;
- Demonstrated commitment to vulnerable sections of society;
- Proficient in MS Office;
- Ability to work with diversity and multi-disciplinary teams;
- Excellent time-management and organizational skills;
- Outstanding verbal and written communication skills in English and Hindi;
- Detail-oriented and efficient.

We welcome applications from all suitably qualified persons. We particularly encourage applications from women, individuals who identify themselves as Dalit, Bahujan and Adivasi, individuals on the LGBTQIA+ spectrum, disabled, religious minorities as these groups are underrepresented.

Location

Based in Delhi, with travel involved to Rajasthan.

How to Apply

- Please make sure you have gone through the job description in detail.
- Interested and suitable candidates to apply by sending their CV to careers@csjindia.org latest by **August 15, 2022**.

For any questions or clarifications, please write to us at careers@csjindia.org