



JOB OFFER - JUNIOR CONSULTANT MONITORING AND EVALUATION (M&E) CONSULTANT, GENDER AND SOCIOECONOMIC DEVELOPMENT

Le Groupe-conseil baastel (Baastel), a firm dedicated to Monitoring and Evaluation (M&E), Results-based Management (RBM) and Strategic Planning consulting, has a mission to provide the knowledge, tools and skills necessary for decision-makers, managers and local stakeholders to make enlightened decisions for the efficient and effective management of their development and research programs. By helping to strengthen the impact of policy, programming and development projects around the world, Baastel has acquired a reputation as a leader in the fields of M&E and RBM.

Baastel focuses on three main branches of sustainable development, which are:

- Social development – poverty reduction, gender equality, education, human rights, political participation, good governance, conflict resolution, and more;
- Economic development – inclusive finance, women’s economic empowerment, private sector development, sustainable livelihoods, and more;
- Environmental management – climate change, biodiversity, desertification, agriculture, disaster risk management, and more.

Baastel is looking for a **Junior M&E and Gender consultant** with a master's or other graduate degree related to international development or M&E studies preferred. The candidate should have solid knowledge of M&E and Gender and some relevant M&E, Strategic Planning or research experience. This is an introductory, 6-month full time position with the strong possibility of a contract extension to be negotiated.

Role: Assist teams of consultants in planning and implementing mandates such as monitoring, evaluation, development of results frameworks and M&E and reporting plans, research, strategic planning, and more. Clients may include governments, bilateral and multilateral cooperation agencies, UN agencies, and NGOs. Consultant responsibilities may include activities such as methodological development, primary and secondary data collection and systematization, analysis, strategic planning for RBM-based projects, development of data collection and M&E tools and systems, and assistance in capacity building in all these areas.

Skills and Qualifications:

- Master's or other graduate degree in international development (or related subject), if possible with a focus on M&E;
- 2-3 years minimum experience in M&E and/or RBM preferred, including development of RBM and M&E tools and frameworks; sound understanding of M&E processes and tools (e.g., logic models, indicators, performance measurement or results frameworks);
- Experience conducting project or program evaluations;
- Experience in design and implementation of qualitative and/or quantitative data collection (e.g., interviews, focus group discussions, surveys);
- Knowledge and experience related to various aspects of Gender equality and inclusion in the development context;
- Field experience is considered an asset;

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- Proficiency in English; proficiency in Spanish and/or French is considered an asset;
- Good oral and excellent written communication skills in English; experience writing reports and other program or research documents; experience in developing data visualization or graphic presentation materials is considered an asset;
- Excellent computer skills including familiarity with Word, Excel, PPT, and other software;
- Experience with online survey development and management preferred, including use of platforms such as Qualtrics;
- Strong organization and time management skills including excellent ability to meet deadlines and to prioritize and manage multiple tasks simultaneously;
- Attention to detail, strong teamwork ethic, initiative and motivation.

Expected start date: August/September 2021.

Compensation: Salary or daily rate to be discussed. Weeks of 37.5 hours, from Monday to Friday.

Location of work: Home-based to start due to COVID-19. Eventually to join the team at the global HQ in, Gatineau, Québec (Ottawa) or the team in Brussels, Belgium.

Deadline for application: Applications accepted and reviewed on a rolling basis.

Please send your resume and cover letter at the following address: **recrutement@baastel.com**. Please ensure that you indicate the position you are applying for in your subject line.

We thank all applicants for their interest, but only those selected for an interview will be contacted.