

VACANCY

Early Childhood Development Project (ECDP) Funded by the World Bank

The Project

The GOSL in collaboration with the World Bank has decided to provide program support for Early Childhood Development through the State Ministry of Women and Child Development, Preschool and Primary Education, School Infrastructure and Educational Services. The GOSL currently has an embryonic ECD program (framework) encapsulated in different policy and plan documents, including the National Policy on Early Childhood Care and Development, the National Plan of Action for Children of Sri Lanka.

The plantations component of the project which is facilitated by Plantation Human Development Trust (PHDT) is seeking a suitable qualified candidate for the following position.

Post of Monitoring & Evaluation Specialist

Key Task

- Develop a **M&E strategy and plan** for the project guided by the Results Framework in the **Project Restrctured**, and the M & E chapter in the **Project Operations Manual**
- Assist the DG/PD in implementing the M & E strategy and plan, including drafting TORs for the selection of organizations and individual consultants to implement the M&E strategy and plan including the Management Information System (MIS) as required.
- Assess in the selection of and supervise the work of organizations and consultants hired for carrying out M & E activities under the project, including the MIS.
- Closely monitor project implementation against all agreed indicators, using field visits and other methods.
- Coordinate with PMU and field level offices and officers (including ECCD officers) with respect to the M & E requirements of the project, including regular reporting on progress and performance.
- Measure, assess and report regularly on the progress on achievement of key performance indicators, and all intermediate outcome indicators.
- Ensure that any MIS developed for the purpose of the project is regularly updated.
- Consolidate, review, document and report key findings periodically in a prior agreed format, detailing lessons learned and specify recommendations for future actions for improvement of project performance.
- Ensure that the required reports are generated by the system to be submitted to PMU.
- At semi-annual intervals, systematically review the results based framework, M&E plan and methodologies, indicators, targets, data sources, etc to ensure continuing relevance to project objectives and direction.
- Build M&E capacity of key stakeholders/beneficiaries to produce quality data as well as effective use of M&E for improved implementation.
- Any other task as assigned by the DG/PD.

Required Qualifications and Experience:

- A Bachelor's Degree in a relevant field recognized by the University Grants Commission.
- A minimum of ten years work experience in relevant development work at the national level in providing advice and hands-on experience in designing, implementing, monitoring and evaluating development projects, including log-frame and M&E systems.
- Experience in foreign funded development projects is preferable.

Professional Competencies:

- Ability to read and write excellent English, and type project reports in English for regular and continuous presentations to all stakeholders including GOSL, MWCA, World Bank etc.
- Good quantitative and analytical skills.
- Ability to interact with staff in the relevant agencies.
- High level of computer literacy, including Word, Excel, Email and the Internet.
- Strong communication skills and good interpersonal relations.

Reporting Authority: The Deputy Project Director, PHDT.

Age: Below 60 years

The selected candidate will be employed on fixed term contract with an attractive remuneration package. Application giving full bio-data with two non-related referees, including the position on the top left corner of the envelope should be sent within 14 days of this advertisement to the below address or email to vacancies@phdt.lk

**Director General,
Plantation Human Development Trust,
No. 427/14, Robert Gunawardena Mawatha, Battaramulla.
Web: www.phdt.org**