

POSITION ANNOUNCEMENT

Monitoring, Evaluation, Results, and Learning Manager, USAID Vietnam Climate Resilient Agriculture Development in the Mekong Delta Activity

LOCATION: Hanoi, Vietnam
GROUP: Environment & Energy
PROJECT: USAID Vietnam Climate Resilient Agriculture Development in the Mekong Delta
REPORTS TO: Chief of Party

POSITION SUMMARY:

Winrock International works with people around the world to increase economic opportunity, sustain natural resources, and protect the environment. Winrock is seeking a Monitoring, Evaluation, Results, and Learning (MERL) Manager to be part of a dynamic team in implementing an anticipated \$25-49.99 million dollar USAID-funded project to address climate resilient agriculture development in Vietnam's Mekong Delta.

The MERL Director will lead the development and oversight of the Monitoring, Evaluation, Results, and Learning (MERL) for the Activity and ensure data quality and collaborative learning and adaptation throughout implementation. The MERL Director is responsible for developing and overseeing all aspects of the activity's monitoring, evaluation, and learning plans, data management, planning, research, and evidence activities. S/he develops data collection tools, evaluations, and research studies; trains staff and NGO Implementing Partners; monitors progress toward program results; provides up-to-date learning and adaptation; reports on performance information into USAID's development information system; leads collaborative learning activities (CLA), including leveraging data for annual pause-and-reflect sessions and adaptive management; develops baseline, endline, and other research using international best practices; and supervises project MERL staff.

The position is contingent upon receipt of donor funding.

ESSENTIAL RESPONSIBILITIES:

- Provides technical leadership for MERL to the project team to ensure Winrock and USAID Monitoring and Evaluation requirements are met on a timely basis.
- Guides data collection, management and verification of the data, and display the results – based on both quantitative and qualitative inputs. This includes data analysis, reporting, and dissemination, building the capacities of MERL and technical staff in these areas, and ensuring compliance.
- Develops an efficient and accurate data collection and analysis system that includes efficient processes for collecting and analyzing data and ensuring data quality.
- Builds the capacities of the project team in MERL and participates in Winrock International's MERL Community of Practice.
- Monitors and reviews progress achieving targets and objectives under the program results framework and effective implementation of projects MERL activities.
- Provides leadership within the project team and with partners on planning and implementation of MERL data collection, reporting and reviews.
- Coordinates with staff, partners and USAID, participates in all data validation exercises.
- Collaborates on the production of quarterly MERL indicator data and produces reports for the project component manager and USAID.

- Ensures quick learning and adapting processes through process monitoring of program implementation.
- Shares monthly and quarterly MERL data with component managers to assess progress on program outputs and achievement of program objectives.
- Conducts internal mid-term and other periodic progress reviews of sub-awardees and conducts training and feedback to improve implementation, and as needed to prepare for external reviews.
- Supports the Chief of Party, component managers, and other program staff to design appropriate strategies for achieving project objectives and goals.
- Works with project staff, USAID, other stakeholders in identifying research opportunities that will enhance the understanding of climate smart agricultural technologies and practices.
- Conceptualizes research activities including learning questions for climate resilient agriculture and relevant stakeholder's groups, including the approach and expected use, and dissemination plans.
- Leads the development of Terms of Reference, selection of researchers, monitoring of progress, development and dissemination of findings, and integration of findings into climate resilient agriculture interventions.
- Develops and integrates into the project results framework learning objectives, expected results, indicators and targets, and processes for collecting data on progress.
- Designs and coordinates implementation of learning workshops, trainings, and other activities for staff and partners.
- Coordinates documentation and dissemination of best practices, lessons learned, research findings and progress reported through routine project monitoring to ensure uptake and use of learning to improve climate resilient agriculture and interventions of other stakeholder groups as appropriate.
- Reports and analyzes information utilizing mapping of activities, outputs, and outcomes using GIS, as well as other mapping and visual presentation applications.
- Coordinates with the Winrock communications team to disseminate important findings.
- Other duties as assigned.

QUALIFICATIONS AND BACKGROUND:

- **Education:**
 - Master's level degree required in social science discipline, such as statistics, public health, public policy, economics or a related field, and/or specialized training/certification in monitoring & evaluation.
- **Experience:**
 - Minimum of 7 years' experience managing and implementing complex MEL systems for international development projects, preferably with USAID.
 - Experience managing large monitoring and evaluation (M&E) databases, conducting timely data analysis, and developing reports. SQL database experience preferred.
 - Experience in both quantitative and qualitative data collection and analysis, managing and developing surveys, designing and implementing data collection tools.
 - Experience with mobile data collection strongly preferred.
 - Familiarity with USAID M&E requirements strongly preferred.
 - Familiarity with USAID standard monitoring indicators.
 - Familiarity with emerging trends in MERL addressing agriculture and climate adaptation especially in the context of Vietnam.
- **Skills/Knowledge:**
 - Excellent written and oral communication skill in English required, professional fluency in Vietnamese strongly preferred.
 - Ability to work independently with minimal oversight and manage multiple competing priorities and activities.

Please submit your CV and application here: [Monitoring, Evaluation, Results, and Learning Manager, USAID Vietnam Climate Resilient Agriculture Development in the Mekong Delta Activity](#) by 28 February 2023.

About Winrock International

Winrock is an equal opportunity employer. We are committed to providing equal employment opportunity for all people and value diversity and inclusiveness. Winrock recruits, employs, trains, promotes and compensates regardless of race, color, religion, sex, gender, gender identity, gender expression, sexual orientation, national origin, ancestry, citizenship, age, physical or mental disability, medical condition, family care status, or any other basis protected by law.

At Winrock we have a clear mission: Empower the disadvantaged, increase economic opportunity and sustain natural resources through unwavering dedication to accountability, equity, innovation, integrity and transformation.

Winrock knows that its success comes from the hard work and steadfast dedication of its diverse workforce. Winrock remains committed to maintaining diversity, inclusion and equity across the entire organization.

Learn more about our projects: <https://winrock.org/>