

Head of Monitoring, Evaluation and Learning - Global

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Company: IUCN

Location: United Kingdom

Category: other-general

JOB DESCRIPTION

PROJECT BACKGROUND

TRAFFIC's mission, as described in our 2030 Strategy is to ensure that trade in wild species is legal and sustainable, for the benefit of people and planet. As the leading global trusted advisor on the complex challenges of trade in wild species, TRAFFIC plays a critical role in providing the evidence, solutions, and influence to galvanise change.

Over the coming decade, our strategy will focus on five priority areas, each with a defined objective to be achieved by 2030, and each with a detailed results chain that maps out the pathway to achieve our 2030 goals.

To operationalise our Strategy, TRAFFIC is scaling up our monitoring, evaluation and learning focus, so that we are continually assessing our performance and influence and making the necessary corrections to achieve our goals. We are sharpening our focus on results-based management (RbM) and impact assessment. We are developing a stronger selectivity lens to help us identify and prioritise those interventions, sectors, taxa, and geographies that will accelerate our results.

CHARACTERISTIC DUTIES

The individual will lead TRAFFIC's Monitoring, Evaluation and Learning (MEL) Unit coordinating TRAFFIC's MEL work across the organisation and creating a culture of impact reporting, adaptive management, and reflective learning. This includes integrating monitoring and evaluation in and across projects and programmes; supporting staff in capacity building for MEL approaches; facilitating and coordinating annual work planning; and leading cross-organisation programme reporting to demonstrate impact and inform and help guide strategic planning processes. Work closely with the Communications Unit to contribute to the best presentation of high-level impact reports and technical documents

SPECIFIC DUTIES

Results Management

- Oversee results monitoring and results-based management function in the organization, including preparation, implementation, and adaption of the results framework and tools for strategy, and linked to results management in the annual work programme planning process

Work planning and reporting

- Develop, maintain, implement and refine a Programme monitoring and evaluation system and results framework to report on the achievement of intersessional results and annual workplans
- Lead periodic monitoring and reporting of performance and results of strategy, including progress on goals, objectives, and key performance indicators set out in the results framework for the strategy
- Lead on the preparation of programme content for Annual Reports to Trustees and Framework Donors, ensuring timeliness and quality Programme reporting to meet statutory and donor reporting requirements in collaboration with Communications and Operations Teams
- Lead coordination of the annual programme work planning process, with a focus on

ensuring inclusion, prioritisation and alignment with the longer-term strategy

- Lead annual monitoring and reporting of performance and results of annual programme workplan
- To ensure MEL systems and processes support the needs of Programme Offices and Staff across the organisation in their work.
- Lead the ongoing development and further expansion of data systems and portals to facilitate programme work planning and reporting , ensuring data quality, compliance, the use of performance indicators and metrics and improvements in regards functionality and usability.
- Support the annual results-based planning cycles of component programmes through guidelines, review and coordination, as well as the Annual Workplan and Budget approval process in collaboration with SLT

Learning and knowledge sharing

- Foster coordination and a positive culture of results-based management, connectivity, and learning and knowledge sharing among programme staff throughout the organization
- Provide technical support to component programmes in order to build monitoring, evaluation and learning organisation-wide culture, by raising monitoring and evaluation standards and ensuring the systematic uptake of lessons learnt from team reflections (such as after-action reviews) and key findings from independent reviews and evaluations.
- Coordinate and drive agendas for, and participate in, various cross organisation teams delivering the Programme, currently including the Programme Coordination Team, Programme Forum, and Global Programme Meetings.
- Facilitate cross-organization programme capacity building, including developing relevant

tools, webinars, and inductions showing innovation and creativity

- To participate in after-action reviews as appropriate.
 - Facilitate continuous improvements to the quality and effectiveness of Programme delivery.
 - Promote the effective dissemination of knowledge related to Programme implementation and results-based approaches across the organization, in coordination with global teams and Regional Offices.
 - Focusing on programmatic learning and performance, including relevant successes, challenges and priorities related to Programme delivery.
 - Work closely with the Communications Unit to contribute to the best presentation of high-level reports and technical documents.
- REQUIREMENTS**
- University degree in a relevant discipline (environmental or social science preferred)
 - Proven significant experience at this level of responsibility in leading the development and delivery of Monitoring, Evaluation and Learning process and protocols with a strong practical understanding of results-based management, project/programme design and management, organisation-wide work planning and impact
 - Experienced in direct implementation of different monitoring and evaluation approaches at a programme and organisational level
 - Strong management skills in programme planning and design, project development and the delivery of timebound and quality-assured project outputs
 - Good understanding of other global monitoring frameworks
 - Experience in delivering capacity development and training across an international network
 - Excellent interpersonal, team management (previous experience of managing a team) and facilitation skills.
 - Ability to work effectively as part of a team, with respect for and sensitivity to multi-cultural approaches with a range of players including Programme thematic leads, project managers, and programme staff.
- Applicants must have the Right to Live and Work in the United Kingdom

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