

TERMS OF REFERENCE

of

Monitoring & Evaluation Expert

UTTARAKHAND DISASTER RECOVERY PROJECT

UDRP – PIU (Roads & Bridges), Uttarakhand

- Job Title:** Monitoring & Evaluation (M&E) Expert
- Location:** PIU-R&B (The World Bank) PWD Uttarakhand, Dehradun
- Contract term:** One year with possibility for extension
- Start date:** Immediately
- Responsible to:** Program Manager, PIU-R&B (The World Bank) Uttarakhand, Dehradun
- Responsible for:** Monitoring & Evaluation activities related to PIU-R&B, UDRP.

BACKGROUND:

In June 2013, the north Indian state of Uttarakhand and adjoining regions experienced heavy rainfall due to a cloud burst causing devastating landslides and flash floods. The rainfall during the period of June 15 – 18 recorded to be 375 % above the normal rainfall resulted in a total human live loss of 580 as reported by the State Govt. of Uttarakhand (GoU) with more than 5400 still reported as missing. The region is amongst the country's most important pilgrimage centers and the disaster occurred during the peak pilgrimage season leaving over 70,000 tourists and over 100,000 locals stranded in the upper reaches of the mountain terrain. As per the preliminary assessment report by the GoU and UN, total local population affected is recorded as 110,000, 4200 villages affected, 9200 cattle / livestock lost, 3320 houses fully damaged.

The Government of Uttarakhand was extremely proactive in relief operations in the immediate aftermath of the flood and also received support from GoI. The process is gradually moving from immediate relief to early recovery and planning for longer-term recovery and reconstruction. The World Bank assisted Uttarakhand Disaster Recovery Project will support the recovery of communities from the flood event in the several affected districts of Uttarakhand.

Objective

Public Works Department, Uttarakhand is seeking a M&E specialist who is familiar with monitoring and evaluation of works in the Government Sector. The resource should have the ability to ensure effective monitoring and evaluation processes, internal control mechanisms, provide advice and solutions to the client to strengthen their implementation efforts and ensure maximum efficiency, value for money, quality and timeliness of projects. The objective of this consultancy is to contribute to the implementation of the PIU R&B Project to ensure the efficient, quality and timely implementation of all UDRP activities.

Scope of Work

To provide necessary Monitoring and Evaluation expertise to assist the PIU in the implementation of project in Uttarakhand with focus on the following tasks.

1. Ensure effective and efficient implementation and Project Evaluation activities
2. Ensure transparent and accountable process
3. Ensure/strengthen effective internal control mechanisms,
4. Share experience with the rest of staff within the project implementation unit,

Expected Results/Final Deliverables:

- He / She has to demonstrate practical experience in research or evaluation design, conduct, and management. This should reflect expertise in developing a fully elaborated design of an M&E system which includes the design approach, articulation of M&E questions, development of sound methods and tools, conduct of data collection activities, analysis of data (or supervision of such), interpretation and dissemination of results and report preparation.

- He / She has to facilitate learning from M&E findings with implementation teams and other relevant stakeholders. Provide expertise for Monitoring & Evaluation related issues;
- He / She will design a monitoring and evaluation framework (plan) that meets the expectation of The World Bank. This Plan must be able to be operationalized. GIS based plan will be preferred.
- Contribute to the intellectual development of the initiative during implementation. Working as a facilitator, support the implementation team and other relevant stakeholders to interpret and respond to M&E findings over the life of the initiative.
- Consultation with stakeholders to confirm a shared interpretation of the expected long-term and end of initiative outcomes;
- A review of the program logic and description of the extent to which it is evaluable including clarity of expression of end-of-initiative outcomes in the documentation;
- An examination of proposed/potential data sources to ensure that data is of sufficient quality; is collected and analyzed as expected; and will be available within the required reporting cycles;
- An assessment of the capacity of the implementation team to participate in the design or conduct of M&E activities;
- Clear identification of issues and/or constraints that will affect the design of the project and it's reporting to Program Manager.
- Facilitate liaison with The World Bank staff/ independent auditor.
- To maintain progress of project evaluation activities against project schedules, highlight variations in progress, record reasons and identify remedial actions, if any.
- To collect data on activities from different heads and contribute to periodic progress report to be submitted to Program Manager.
- Perform other duties as required by the Program Manager, PIU R&B.

Reporting: The officer will report to the Program Manager.

Qualifications and experience

1. Knowledge of framing M & E modules;
2. Knowledge of the Government of Uttarakhand and World Bank systems and processes;
3. Knowledge of the GIS system is essential;
4. Experience of developing documents and M&E systems for projects in resource constrained settings. This is required to ensure that the proposed M&E systems are feasible in the context. Demonstrated ability to breakdown and communicate complex concepts simply with a range of stakeholders in multi-level settings.
5. Demonstrates strong IT skills e.g. Computer literacy, in particular experience with MS project, MS office, etc.

Education:	B.E/B.Tech in civil Engineering
Experience:	Experience of 8 years from civil engineering department. At least 5 years' experience in World Bank projects. Knowledge of GIS based M&E system will be preferred.
LanguageRequirements:	Proficient in English and Hindi, able to write reports, make presentation, etc.