

**Project Management and Implementation Unit (PMIU)
Integrated Flood Resilience and Adaptation Project (IFRAP) for Balochistan**

**TERMS OF REFERENCE
(Monitoring and Evaluation Specialist)**

Background

In response to the priorities of the Government of Pakistan on poverty reduction, the World Bank in close consultation with Government of Balochistan (GoB) and relevant stakeholders have designed the Balochistan Livelihoods and Entrepreneurship Project (IFRAP) focusing on improving livelihoods of rural communities by promoting employment opportunities and sustainability of enterprises in project Districts. The project will be implemented in following twenty-three (23) districts of Balochistan,

S.No	Name of Districts	S.No	Name of Districts
1	Quetta	11	Barkhan
2	Kharan	12	Loralai
3	Washuk	13	Musakhel
4	Kalat	14	Duki
5	Khuzdar	15	Sibi
6	Surab	16	Ziarat
7	Jhal Magsi	17	Panjgur
8	Kachhi	18	Harnai
9	Jaffarabad	19	Dera Murad Jamali
10	Naseerabad	20	Sohbatpur
21	Dera Bugti	22	Kohlu
23	Awaran		

and will benefit rural households to promote livelihoods through enterprise development and job creation. The project will predominantly target communities based in areas affected by a protracted refugee situation. These districts are also affected by a protracted refugee situation. The project is likely to gain benefits for the communities in selected districts, having reliance on enterprises related to various sectors, with a priority on Agriculture, Livestock, Mines & Minerals, Handicrafts and Small Industries, Ecotourism and Forestry. In addition, the Project will have specific benefits for people living in these geographical locations through improved facilities development. The Project has three main components and will be implemented during the course of 5 years. It is financed by the World Bank and executed by Planning and Development (P&D) Department Balochistan.

Scope of Work and Activities to Be Undertaken:

Under the guidance of the Head of the Project (HoP), the Monitoring and Evaluation Specialist will be responsible for designing and implementing the M&E activities of the Project; assisting the (HoP and PD/PC) in preparing Quarterly/Annual reports on project progress and will monitor the project activities on a regular basis, the Monitoring and Evaluation Expert is expected to ensure full compliance of Monitoring and Evaluation related activities in accordance with relevant legal documents of the IFRAP project.

Duties and Responsibilities of the M&E Specialist:

Monitoring and Evaluation Expert will be the focal person for managing all M&E related matters related to the Project “IFRAP” and responsible for the following duties;

- Recommend and design a program for suitable professional M&E training for project staff and their counterparts and provide this training where possible.
- Design the Projects' management information system, define reporting requirements from managers responsible for implementing activities/components and define formats for standard reports (e.g. fortnightly, quarterly, semi-annual and annual reports).
- Ensure that the Projects' M&E activities are appropriate and take account of the evolution of the project and of stakeholders' needs and capacities and together with those implementing it, identify problems with the M&E system and modify the system, as necessary.
- Design and develop field studies for the Projects' mid-term review; review the results of completed surveys/studies and assist in report preparation; and assist World Bank with the mid-term review itself.
- Advise on the co-ordination and execution of the Projects' completion evaluation.
- Any other duties to be performed as per the project requirement and as assigned by HoP / PC.
- Develops, implements, and monitors the tools/systems for gathering, reporting, and analyzing performance data for impact and sustainability of project implementation. Updates and implements M&E framework for all project components;
- Manages all M&E activities and reporting for the project.
- Provides support in the development of the work plan, quarterly reports and annual reports;

Required Qualification & Experience

- Must have at least sixteen years of education in Social Sciences or equivalent from any local or foreign HEC recognized institution / university.
- At least ten (10) years working experience of Monitoring and Evaluation with the public / private sector Projects/Organization.
- At least four (04) years' experience of working as M&E Expert / specialist or equivalent.
- Must have good report writing skills / knowledge and oral fluency in English.

Institutional Arrangements and Reporting:

It is recognized that activities may undergo with frequent changes in a view of dynamic environment and implementation operational & ground realities. Therefore, the individual is expected to be flexible and adapt to requirement of process. The individual shall report to the Head of the Project and Project Director / Coordinator, Project Management and Implementation Unit (PMIU).

Salary and Benefits

Market competitive salary on monthly basis (lump-sum with no other benefits) based on qualification and experience will be offered. S/he will be based in PMIU on a contract for One year which will be extendable for a further term on the recommendation of the Higher Management.

Selection Method:

The selection will be done in accordance with the "World Bank's Procurement Regulations for IPF Borrowers (Procurement in Investment Project Financing, Goods, Works, Non-Consulting and Consulting Services – Fourth Edition, November 2020)".