

Vacancy announcement for the position of “Head of Planning, Monitoring, Evaluation and Learning (PMEL)”, Solidaridad Network Indonesia

Location: Jakarta – Indonesia

About Solidaridad

Yayasan Solidaridad Network Indonesia is part of Solidaridad Network Asia, provides on scalable and economically effective sustainability solutions in agriculture and commodities sector in collaboration with the governments, businesses, and the community. We aim to drive sustainability from niche to norm in Asian and global markets and amongst Asian producers in a way that supports people, planet and profits.

Yayasan Solidaridad Network Indonesia through its programmes and projects, committed to address challenges in better working condition, increased employment, improved productivity, create a more just, equitable, and inclusive society, taking actions to reduce greenhouse gas (GHG) emission, conserve biodiversity, and promote sustainable consumption and production, leading to a healthier plant for current and future generation.

For more information visit: <http://www.solidaridadnetwork.org>

Job Description

The position reports to the Country Manager of Solidaridad Network Indonesia, in Jakarta – Indonesia.

Key Responsibilities

Main Duties and Responsibilities

- Planning
 - Providing expertise in M&E planning and methodology
 - Participating in and providing support to project design activities, including the development of project theories of
- Developing Theory of Change and strategic frameworks (Results Frameworks, Log Frames)
 - Developing a Monitoring and Evaluation plan
 - Helping determines performance and impact indicators and targets
 - Providing support to proposal development for M&E components
- Monitoring & Evaluation
 - Implementing monitoring systems and designing monitoring tools
 - Developing data collection tools
 - Monitoring project activities, outputs and progress towards anticipated results

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- Working with data platforms, databases and select technologies to capture and organise data
- Training field staff in monitoring and evaluation processes and providing ongoing coaching
- Conducting or providing support to data quality assessments
- Analysis and Reporting
 - Constantly monitor field progress against target of Solidaridad and the different partners of Solidaridad in Indonesia.
 - Determining data analysis procedures and use of quantitative or qualitative analysis tools
 - Cleaning, sorting, categorising and organising data
 - Analysing quantitative and qualitative data
 - Summarising findings
 - Developing monthly, quarterly or annual reports depending on project requirements
 - Disseminating evaluation findings and project results to donors and other stakeholders
 - Coordinate the submission of plans and report to Solidaridad Asia.
- Evaluations or Special Studies
 - Collaborate closely with program officers, program managers to analyse and synthesize impactful practices and innovative ideas derived from grassroots partners' work.
 - Conducting program analysis or special studies
 - Supporting or leading evaluation teams
 - Managing external evaluation consultants and draft scopes of work
- Building Data Infrastructure for Strategic Decision-Making:
 - Establish and maintain a robust data infrastructure to facilitate ongoing monitoring, evaluation, feedback, and learning initiatives.
 - Utilize data-driven insights to inform strategic decision-making and enhance the overall implementation of programs
- Learning & Knowledge Management
 - Contributing to institutional learning processes
 - Convening communities of practice and other organisational learning practices
 - Tracking best practices in monitoring and evaluation
 - Attend workshops and training programs for skill upgradation as appropriate.
- Guiding and Informing Evaluation Initiatives:
 - Play a key role in guiding periodic reviews and evaluations of specific grant-making initiatives.
- Capacity Development and Technical Assistance:
 - Collaborate with grantees to identify, adapt, and implement approaches, tools, and resources for monitoring and evaluation.
 - Facilitate technical assistance to grantee partners on planning and measuring results, empowering them to effectively demonstrate program outcomes and impact.
- Continuous Improvement and Learning:
 - Stay abreast of developments in the field of evaluation and organizational learning.

- Proactively identify and incorporate best practices and innovative strategies to ensure that Solidaridad remains at the forefront of effective evaluation and learning methodologies.

Key Skills and Competencies

The person must have proficient knowledge in the following areas:

- Experience in evaluating large-scale projects funded by the European Governments, European Union or USAID.
- Experience in reporting as per Indonesia CSR regulations
- Excellent understanding of the world of business and policy development in Indonesia with a strong network of NGOs, Government and business leaders.
- Possess excellent oral and written skills in English with world-class communication skills.

The person should be/have:

- Exceptional proven leadership experience of no less than 10(ten) years as the head of Planning, Monitoring, Evaluation and Learning (PMEL) in a reputed organisation.
- Tertiary qualifications in a relevant field of science (international development, economics, business, agriculture or social sciences)
- Experience with the development of PMEL tools and systems (particularly theory of change), capacity building, learning agenda
- Deep knowledge of programme development and demonstrated leadership in simultaneously monitoring multiple projects on sustainable agricultural supply chain development from farmers to consumers.
- Ready for occasional travel within Indonesia and Asia region.

Necessary Experience

The ideal candidate possesses at least 10(ten) years at the Senior Management level where the candidate is heading the PMEL section of the organization. Experience in the programme development is necessary. S/he will have strong leadership and the ability to manage and work with a small but diverse team.

Salary & Benefits

We will offer a best-in-class salary based on the candidate's experience and suitability to our organization.

Interested candidates may send their resumes to info-indonesia@solidaridadnetwork.org not later than **31 July 2024** with a brief CV, a cover letter justifying your candidature in one page. Position

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applied for – **“Head of PMEL”** – should be clearly mentioned as a subject in the email. Only shortlisted candidates will be contacted for an interview.

We will provide matching benefits including Festive Allowance, health insurance, social securities and healthcare based on skills and experience. The contract will be under Fixed-Term Contract as a full-time position.

Solidaridad aims to be an equal opportunity employer. Women candidates are encouraged to apply.