

Position Name: Operations Assessment Adviser - Projects	Employment Regime: Seconded	
Ref. Number: NI 22	Location: Niamey	Availability: 15 May 2021*
Component/Department/Unit: Chief of Staff Department/ Planning, Evaluation and Reporting Unit	Security Clearance Level: EU RESTRICTED	Open to Invited Third States: No

1. Reporting Line:

The Operations Assessment Adviser-Projects reports to the Head of Planning, Evaluation and Reporting Unit.

2. Main Tasks and Responsibilities:

- To organise regular evaluations of the effectiveness of the Mission's activities, as set out in the Mission's planning and evaluation documents and the Mission Implementation Plan (MIP);
- To collect and analyse information in cooperation with local counterparts and Mission's Advisors about the effectiveness of the Mission's activities. To this end, build and maintain relationships with relevant local counterparts and other relevant parties;
- To identify potential shortcomings in Mission's efforts to address areas of weakness in the structures, performance and accountability of local counterparts and to propose solutions to address them;
- To liaise closely with other Senior Advisers and Advisers in the Mission, as appropriate;
- To identify best practice and lessons learned within the area of responsibility;
- To design and deliver explicatory presentations or training on evaluation for other Mission members or local counterparts, as requested.

3. General Tasks and Responsibilities:

- To conduct thematic evaluations, mid-term-evaluations and end-of-project evaluations of the Mission's projects in cooperation with the other Operations Assessment Advisor, the Project Cell, Mission's Advisors and local counterparts;
- To organise and support the decision making process in the Mission on the evaluation which need to be prioritised and the goals and objectives which need to be pursued in this regard;
- To develop and update internal planning and evaluation documents of the Mission;
- To advise on the identification of new activities on the basis of evaluation and lessons learned from previous activities;
- To be available to support other colleagues in the Planning, Evaluation and Reporting Unit.
- In coordination with the Human Rights and Gender Adviser, to take account of HR and gender aspects in the evaluations of Mission activities;
- To perform any other related tasks, as requested by the Line Manager(s).

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 3 years attested by a diploma; **OR** a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework; **OR** a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree; **OR** equivalent and attested police or/and military education or training or an award of an equivalent rank. The qualification should be in any of the fields of Political Science, International Relations, Law, Social Sciences or Business Administration; **AND**

- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements;
- Experience and knowledge of theory of change, project cycle, assessment methods, SSR.

5. Essential Knowledge, Skills and Abilities:

- Analytical and communication skills;
- Organisational and coordination skills;
- Thematic knowledge on evaluation;
- Experience in project management;
- Experience in performing project evaluation;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience:

- Experience working in Africa;
- Experience working in crisis area;
- Resilience in coping with stressful environments.

7. Desirable Knowledge, Skills and Abilities:

- Highly resilient under mental pressure and willingness to work extra hours, when required.