



**EXPERTISE  
FRANCE**  
GROUPE AFD

# EU Support to ECOWAS to ECOWAS in Peace, Security and Governance (EPSG)

Terms of reference for the recruitment of a Monitoring and Evaluation Consultant

January 2025

**1 TABLE OF CONTENTS**

**1 GENERAL INFORMATION .....3**

**2 CONTEXT .....3**

**3 DESCRIPTION OF THE MONITORING AND EVALUATION APPROACH.....4**

**4 DESCRIPTION OF THE ASSIGNMENT .....4**

**5 METHODOLOGY .....5**

**6 DESIRED PROFILE .....5**

**7 APPLICATION.....6**

## 1 GENERAL INFORMATION

Title of assignment	Monitoring and Evaluation Consultant
Project Title	EU support to ECOWAS in Peace, Security, and Governance (EPSG)
Starting date of assignment	1st March 2025
Duration	12 month with possibility of extension
Location	Abidjan (Côte d'Ivoire)

## 2 CONTEXT

The EU Support to ECOWAS in Peace, Security and Governance (EPSG) is co-financed by the European Union (EU) and the Federal Ministry for Economic Cooperation and Development (BMZ) and implemented jointly by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ), Expertise France (EF) and the Fondation internationale et ibéroaméricaine pour l'administration et les politiques publiques (FIAPP) as a consortium (lead partner: GIZ). The Action is scheduled from December 2024 to December 2027 (36 months).

This Action represents the third phase of the EU's support to ECOWAS in the domain of peace and security. As a primary African-led organization with a mandate to convene West African states to address peace and security issues in the region, ECOWAS's role as a regional platform is pivotal. Despite challenges to its mandate in Central Sahel, the organization maintains a strong political mandate and proven expertise in conflict prevention, management, and peace mediation.

This Action is designed to strengthen the implementation of the ECOWAS Peace and Security Architecture (EPSA) at regional and national level, along the whole conflict cycle (conflict prevention, management, mediation and conflict resolution) whilst advancing the values of democracy and human security.

The EPSG project has four (4) specific objectives:

1. Based on ECOWAS' early warning and response mechanisms, conflict prevention, crisis management and peace mediation in the ECOWAS region are strengthened.
2. ECOWAS' contribution to a secure, democratic and human rights-based environment with a focus on member states in a post-conflict or democratic transition, has increased.
3. Electoral systems across ECOWAS member states to safeguard against election-related violence and promote democratic stability are enhanced.
4. The peace and security agendas for women and youth are implemented with improved coherence and effectiveness, both institutionally within ECOWAS and across targeted member states.

Expertise France will operate on specific objectives 1, 2 and 4 and more specifically on the four (04) below outputs in the following selected countries:

1.1 The capacities of "National Centres for the Coordination of the Response Mechanisms" (NCCRMs) and Peace Infrastructures to effectively execute early warning and early response measures are enhanced > **in Guinea and Republic of Côte d'Ivoire.**

2.1. Reform processes by the security sector in line with rule of law, human security and accountability are strengthened > **in Guinea and Republic of Côte d'Ivoire.**

2.2 Parliamentary committees, human rights institutions as well as civil society actors, and the media are strengthened in their democratic oversight role of the security sector in ECOWAS member states > **in Guinea and Republic of Côte d'Ivoire.**

4.2 The implementation of the AU Youth, Peace and Security Agenda is strengthened in the ECOWAS region > **in Guinea, Republic of Côte d'Ivoire and Nigeria.**

If the EPSG project will cover all ECOWAS Member States, with a special attention on countries in transition but also northern regions of coastal countries (Benin, Cote d'Ivoire, Togo and Ghana), Expertise France will operate at Member state level and will support the implementation of the above outputs in Guinea, Republic of Côte d'Ivoire and Nigeria.

### 3 DESCRIPTION OF THE MONITORING AND EVALUATION APPROACH

The project's overall Monitoring and Evaluation (M&E) framework will be developed by the lead partner (GIZ) also responsible for its roll-out and implementation. The plan includes the design and use of tools to regularly assess both quantitative and qualitative progress indicators. This includes among others gender-disaggregated participation documentation, training evaluations, tracer studies, comparative and retrospective surveys as well as focus group discussions and stakeholder consultations. Where possible, it is intended to harmonize data collection with national partners' systems and present indicators disaggregated, e.g. by gender or age.

As an implementing partner, Expertise France will be responsible for monitoring and evaluating the activities of the above-listed outputs, in compliance with the overall M&E framework. This means using the tools, mechanisms and methodologies developed by the M&E lead and enforcing compliance among the partners and stakeholders working with Expertise France in each country of intervention. Expertise France's role in implementing the project's M&E plan will consist in participating and providing inputs (qualitative and quantitative data) to the activities of the project's M&E work group alongside other key project activities such as steering and technical committees.

### 4 DESCRIPTION OF THE ASSIGNMENT

Expertise France is looking for a part-time Monitoring and Evaluation Consultant. The main objective of this assignment is to implement the M&E plan designed by the lead partner to ensure compliance at all levels, provide Expertise France's inputs to internal and external M&E activities, and support the project team in adjusting project activities and strategies.

In particular, the following indicative tasks will be carried out:

- Collaborate with the M&E lead in the definition of the M&E approach/plan of the EPSG project for Expertise France, reference and target values for each indicator and answer any request related Expertise France M&E activities.
- Use the data collection, analysis and visualization system and tools designed by the lead partner to collect, verify, compile, and analyze project data.
- Support the timely submission of technical reports by implementing partners in all the countries of intervention.
- Participate in the M&E quarterly review meetings by components.
- Support the participation of the project team in the bi-annual steering committees and quarterly technical meetings.

- Support the planning and implementation of internal and external evaluations.
- Assess and identify the technical and organizational capacities required within Expertise France and among implementing partners for the good implementation of the M&E plan.
- Support all stakeholders involved in Expertise France's intervention on the project in understanding the project's M&E mechanisms, tools and requirements to facilitate their involvement in its implementation.
- Provide inputs to the project team to adjust activities and strategies.

The Consultant will be placed under the supervision of the Project Manager based in Abidjan (Côte d'Ivoire), and will work in coordination with the GIZ team based in Abuja responsible for Monitoring and Evaluation. He/she will also be occasionally in contact with the Expertise France headquarters team based in Paris and the National Project Coordinator based in Conakry (Guinea).

## 5 METHODOLOGY

This assignment includes the production of several deliverables. Some deliverables can be carried out remotely. The consultant will have access to key documents related to Monitoring and Evaluation and may connect via videoconference when required.

### Expected deliverables

Indicative deliverables may include, but are not limited to:

- Inputs and recommendation to the finalization of the overall M&E approach/plan and tools elaborated by the GIZ team (lead) with the support of Expertise France and FIIAPP.
- Training and information materials to disseminate the project M&E requirements to stakeholders and explain the coordination mechanisms.
- Data collection plan for Expertise France.
- Data analysis and quality assurance plan compliant with the M&E plan developed by the lead partner.
- Filled and updated matrix of indicators associated with Expertise France countries and areas of intervention and as developed by the M&E lead.
- Updated internal M&E tools and indicators.
- Preparation, active participation and reporting of the quarterly M&E review meetings led by GIZ by components and other M&E related meetings.
- Inputs to the midterm and final project evaluations.
- Inputs to other project and ad-hoc reports.

All reports and inputs will be prepared and submitted in French or English based on the country and requesting entity.

This consultancy is based in Cote d'Ivoire and may require some travels to other countries of intervention namely Guinea (Conakry) and Nigeria (Abuja). Missions may include, for instance, in-person support to the project team, participation in some M&E related activities, supporting national partners etc. Travel will be supervised by Expertise France and subject to Expertise France procedures and instructions in order to ensure the best possible deployment conditions. Logistical arrangements (visas, flights, travel, per diems, etc.) will be managed and supported by Expertise France, in accordance with the agency's procedures and the rates applicable to the project.

## 6 DESIRED PROFILE

- University degree in a field relevant to the assignment: monitoring and evaluation, project management, public administration, information systems, economics, statistics, international cooperation, business/engineering or equivalent experience.
- At least 7 years' experience in monitoring, information management, data collection and/or evaluation for international projects/donors/organizations, development projects, preferably in the field of peace, security, and governance.
- Previous experience working on multi-country / regional projects is desirable.
- Experience in database design and management is desirable.
- Excellent understanding of results frameworks and indicators as well as international M&E standards and applications, particularly on projects funded by the European Union.
- Excellent writing, data collection/analysis/visualization skills.
- Skills on knowledge sharing and designing teaching materials are highly desirable and ability to adapt language, tone, style and format to relevant stakeholders.
- Good command of Microsoft Office applications and data collection and processing software.
- Excellent coordination and teamwork skills.
- Proficiency in French is mandatory (writing and speaking).
- Good command of English is mandatory (writing and speaking).

## 7 APPLICATION

All applications must be sent in English via Expertise France's recruitment platform (<https://expertise-france.gestmax.fr>) and must include the following documents:

- CV
- COVER LETTER

If you do not receive a reply within three weeks of the application deadline, please consider your application unsuccessful.

Interviews can be conducted remotely. Any costs incurred in travelling to Paris for the above-mentioned interviews will be borne by the candidate and will not be reimbursed.