

**The Facility of the Regional Teacher Initiative for Africa is implemented by:**



## **MEAL Expert – Facility of the Regional Teachers Initiative for Africa (RTIA-Facility)**

### **Project description.**

The Regional Teachers Initiative for Africa (RTIA), a programme funded by the EU/EC via the Education section (G3) of DG INTPA aims to improve learning outcomes and the socio-emotional development of children in Africa, by having a more competent, motivated and inclusive teacher workforce in basic education.

The RTIA especially seeks to achieve the following outcomes over the next 6 years:

1. Improve the governance, management, attractiveness, and gender balance of the teaching profession, with a strong focus on increased digitalisation and innovation.
2. Enhance the quality, relevance, and effectiveness of initial and continuous teacher professional development, notably through digital education, peer-to-peer learning approaches and regional collaboration.

Within RTIA, the Facility (RTIA-Facility) supports teacher policy and improve teacher education and professional development systems by i) providing capacity building at country level through on-demand technical assistance, ii) promoting innovation and scaling of effective teaching solutions; iii) increasing the production and use of data and evidence, and iv) promoting the use of regional frameworks, evidence-based practices, and joint learning at regional level.

The RTIA-Facility reaches the above-mentioned objectives through 3 types of instruments or “windows”:

- one window to deliver on-demand technical assistance on teacher governance and teacher education and professional development based on the demand from eligible partner countries,
- one window on testing and scaling effective programs for teacher education and professional development in the thematic areas of digital skills, gender, green skills, and pedagogical skills, including in the context of refugees and displaced populations,
- a research window to create new evidence and support the integration of evidence in the policy making process and in the design of teacher education and professional development programs.

In addition to these windows the Facility’s knowledge management and communication activities further contributes to the sharing of knowledge, evidence, and best practices related to the overall Initiative outcomes.

The Facility is funded by the European Union and be co-implemented by the Partnership formed by 3 member state agencies: Expertise France for France, Enabel for Belgium, EDUFI for Finland. Expertise France has been designated the Coordinating Agency for this Partnership. With the Facility governance scheme serving as the Initiative's governance scheme, it is expected that the Partnership works closely with UNESCO and AUC, in charge of the other 2 components of the EU Initiative.

The duration of the action is scheduled from 01.02.2024 to 31.01.2027 (36 months) with a budget of 46.000.000 EUR.

## **Assignment description.**

As the MEAL Expert for the Regional Teachers Initiative for Africa Facility (RTIA-Facility), he/she will lead the design and roll-out of the Facility's MEAL systems and ensure their alignment with those of the other implementing partners (UNESCO, AUC). Working closely with the Facility Implementation Team (ENABEL, APEFE, VVOB, EDUFI), INTPA and other stakeholders, he/she will ensure high-quality data collection, robust analysis and consistent, accurate reporting across the 3 windows. In addition, he/she will contribute to capacity-building and quality-assurance efforts, helping staff and partners apply MEAL methodologies for evidence-based decision-making and continuous improvement.

Hierarchically, he/she reports to the Programme Coordinator at Expertise France's coordination office in Paris and is supported by a MEAL Assistant under his/her direct supervision. He/she maintains a strong functional link with the Communication Officer and the Knowledge-Management team, providing them with consolidated, up-to-date, evidence-based data to feed the Facility's communication outputs and knowledge-management products.

He/she is assigned the following primary responsibilities:

### Responsibility 1: Lead implementation and delivery of MEAL for the RTIA-Facility

- Implement the RTIA MEAL system to ensure data and insights are available and actionable to support the RTIA-Facility. This includes the implementation of the MEAL Plan to ensure that monitoring data is collected, verified, consolidated, analysed and visualised for steering and decision-making, adaptation of the MEAL system and tools/instruments as necessary and ensuring adherence to data management principles.
- Ensure a close collaboration with INTPA to supplement and feed into the European Commission's monitoring and evaluation system (OPSYS) for the Facility MEAL, in accordance with the RTIA's overall MEAL plan (including UNESCO and AUC's MEAL plan).
- Train team members and stakeholders on MEAL approaches, principles, tools and systems to facilitate uptake, implementation and usage across the RTIA team. This includes supervising and coordinating MEAL plans with other implementing partners of the Facility (ENABEL, APEFE, VVOB, EDUFI).
- Manage the scoping, recruitment and delivery of external evaluations, including developing terms of reference, identifying evaluation partners and supervising the service provision.

### Responsibility 2 : Deliver data analysis and insights on the RTIA Programme

- Implement tools, feedback mechanisms and consolidation processes to systematically gather, manage and share programme data to facilitate programme management, decision making and learning.
- Design and test methodologies for data collection, analysis, and management, focusing on quality control, database development, analysis flowcharts, and result measurement frameworks.
- Validate and quality assure data, ensuring adherence to data management principles.

- Aggregate data collected through monitoring activities, ensuring consistency, accuracy, and relevance for monitoring progress towards project outcomes and objectives.
- Facilitate interactions with other programme stakeholders for data analysis, interpretation and insights generation through workshops and meetings.

#### Responsibility 3 : Reporting and Knowledge Management

- Ensure MEAL data is available to contribute to the development and consolidation of key project documents, deliverables and communication products (including the project website and social media).
- Lead (in close collaboration with the KM team) the development of the Facility's learning agenda and RTIA, as well as their implementation. This involves training FIT colleagues in their use.
- Contribute to the preparation of interim and final activity reports (narrative and financial) in accordance with deadlines and contractual terms.
- Contribute to quarterly project review exercises and steering/monitoring committee presentations with the Facility team.
- Manage the Project Management Tool (PMT) to ensure the quality of information input, analysis, and reporting, collaborating with an assistant when necessary.
- Work closely with the RTIA Product Owner to ensure that the PMT and PowerBI dashboards align with the MEAL requirements.
- Work closely with the Knowledge Management Team and the Communications Officer to ensure MEAL, Knowledge Management and Communications strategies are well aligned and that data and learnings from MEAL are incorporated into Knowledge Management and Communication activities. This includes participating in regular cross-function meetings with Knowledge Management and Communications colleagues, active participation in Knowledge Management and Communications working groups and responsibility for planning and delivering bi-annual cross-functional workshops.
- Produce regular monitoring and evaluation indicators and reports as requested by the Team Leader.

#### Responsibility 4 : MEAL Capacity Building and Quality Assurance

- Provide technical support and capacity building to project staff and partners on monitoring, evaluation, and learning methodologies, fostering a culture of evidence based decision-making and continuous improvement.
- Lead the MEAL Working Group monthly meetings, involving all RTIA and Facility partners and including setting and sharing the agenda and relevant papers, chairing working group meetings and circulating meeting notes and actions.

The described tasks involve the necessity to network and interact with a multiplicity of institutions from EU and Sub-Saharan countries and require readiness and ability to travel abroad when necessary.

### **Qualifications**

#### Required Skills:

- Degree in a relevant field such as applied statistics, political or social sciences, international cooperation, project management; any other degree related to the position.
- Excellent understanding of MEAL concepts and their application in education programming (essential).
- Strong analytical skills and attention to detail, with the ability to interpret complex data sets and generate actionable insights (essential). Knowledge of the European Commission's OPSYS system is an asset. Understanding of education metrics and education outcome measurement approaches (essential).
- Strong knowledge of developing and managing a learning agenda.
- Excellent communication, facilitation and interpersonal skills, with the ability to interact effectively with diverse stakeholders, including project teams, donors, and partners (essential).
- Familiarity with gender mainstreaming principles and their application to MEAL (desirable).
- Proficiency in Microsoft Office suit (essential).
- Proficiency in data collection software (Kobo Toolbox, SurveyCTO, ODK, etc.), data analysis software (R, SPSS, Stata, etc.) and data visualization tools (PowerBI) (desirable).
- Fluent French and English spoken and written skills are essential. Other languages desired: Portuguese (an asset)

#### Required Experience:

- Minimum of 8 years of relevant experience in monitoring, evaluation, and learning roles within the international development sector, preferably with a focus on education or capacity building initiatives (essential).
- Proven track record of designing and implementing MEAL systems for large-scale projects funded by international donors, such as the European Union or bilateral agencies (essential).
- Experience in conducting baseline assessments, data collection, analysis, and reporting for project monitoring and evaluation purposes (essential).
- Experience in developing Learning agenda and implementation.
- Experience in managing MEAL databases and information systems, ensuring data quality and compliance with data protection regulations (essential).
- Experience in conducting and commissioning evaluations, especially within the education sector (essential).
- Experience integrating gender considerations into MEAL processes and tools (desirable).
- Experience in team management.
- Previous experience working with diverse stakeholders, including government counterparts, non-governmental organizations, and international organizations (desirable).
- Experience working in multicultural and multidisciplinary teams, experience coordinating and leading remote teams (desirable).

- Experience in providing technical assistance and capacity building support on MEAL to project teams and partners (desirable).
- Familiarity with EU/EC funding mechanisms, regulations and reporting requirements (desirable).

**Contract information.**

The contract period is for 12 months starting as soon as possible (yearly renewable up to 5 years, covering the 2 phases of the Initiative). We offer an EF contract with a competitive salary and benefit package which includes comprehensive insurance cover, social security, pension contribution, etc.

**Application.**

Documents to be provided:

- A CV
- A cover letter
- Three business references including email and telephone contacts.