



REPUBLIC
OF
KENYA



Poverty Reduction Through Sustainable NRM



Investing in rural people

**MINISTRY OF WATER AND IRRIGATION
STATE DEPARTMENT OF WATER SERVICES
UPPER TANA NATURAL RESOURCES MANAGEMENT PROJECT (UTaNRMP)**

**VACANCY: MONITORING AND EVALUATION OFFICER (M&EO) AT THE PROJECT
COORDINATION UNIT (PCU)**

The Government of Kenya has received financial support from International Fund for Agricultural Development (IFAD) and the Spanish Trust Fund for the implementation of Upper Tana Natural Resources Management Project. The goal of the project is to contribute to reduction of rural poverty in the Upper Tana River catchment and is pursued through two development objectives which reflect the poverty-environment nexus:

- (i) Increased sustainable food production and incomes for poor rural households living in the project area and
- (ii) Sustainable management of natural resources for provision of environmental services.

The project covers six counties namely: Embu, Tharaka Nithi, Meru, Kirinyaga, Murang'a and Nyeri and is implemented along twenty four (24) water basins and tributaries of the Mt. Kenya East Pilot Project (MKEPP) river basins. The project duration is eight (8) years (2012/2020).

The Project Coordination Unit (PCU) is based at Embu County. The Project Coordinating Team (PCT) is responsible for project coordination and management and ensures that the project is implemented according to the Financing Agreement and the Government regulations.

The government plans to utilize a portion of the funds to support placement of a Monitoring and Evaluation Officer (M&EO) at the PCU. The officer will be serving on one year contract renewable annually for the period of the project subject to satisfactory annual assessment. Interested applicants should be Kenyan citizens and have capacity to work with minimum supervision to meet strict deadlines as well as willingness to work outside normal office working hours. **Female candidates are highly encouraged to apply.**

Key Responsibilities

- (i) Reporting to the Project Coordinator, and working very closely with the Knowledge Management and Learning Officer, the M&EO will be responsible for coordinating and facilitating project planning and M&E activities;
- (ii) In collaboration with other component coordinators and stakeholders, establish a Monitoring and Evaluation (M&E) system taking into account the Government monitoring frameworks, IFAD RIMS, the project objectives and the experience from MKEPP;
- (iii) In collaboration with members of the PCT, the counties and implementing partners, continuously review/update the M&E indicators and the log frame of the project;
- (iv) Organize and supervise relevant surveys/studies, Annual review workshops, impact assessment, Mid Term Review and completion report;
- (vi) In collaboration with other members of the PCT, the counties and other implementing partners, coordinate and prepare the project annual work plan and budget (AWPB) and project reports;

- (vii) Develop implementation targets, monitor implementation processes and performance, assess outputs and outcomes as well as reporting back to stakeholders to create a better learning environment;
- (iii) Identify training needs and organize trainings on Participatory M&E for relevant stakeholders
- (ix) In collaboration with Community Empowerment Coordinator, ensure gender mainstreaming and equality in all project activities; and
- (x) Any other relevant duty assigned by the Project Coordinator

Qualifications

The Applicant must have:-

- (i) Bachelor's degree in Economics/Statistics/Mathematics; Project Planning and Management or a related field from a approved university;
- (ii) Master's degree in a relevant field;
- (iii) Postgraduate diploma/certificate in M&E;
- (iv) Have 8 years working experience three (3) of which must be in participatory M&E in multi-sectoral community based government/donor funded project; and
- (v) Be computer literate and able to use advanced computer packages for analysis and data storage.

In addition to the indicated requirements all candidates will be required to meet the expectations of Chapter 6 on Leadership and Integrity. This will include but is not limited to getting the following clearances:

- (i) Certificate of Good Conduct;
- (ii) Clearance from the Ethics and Anti – Corruption Commission on Integrity for Public Servants;
- (iii) Certificate of Compliance from the Higher Education Loans Board (HELB);
- (iv) Kenya Revenue Authority (KRA) Tax Compliance Clearance;
- (v) Certificate of Clearance from the Credit Reference Bureau (CRB);

This advertisement is also available at the Project website www.utanrmp.or.ke, and www.mygov.go.ke

Interested candidates who meet the above requirements should send their application letter, detailed CV, copies of certificates and testimonials in hard (online applications will not be accepted) copy to:

**The Permanent Secretary
Ministry of Water and Irrigation
State Department of Water Services
P.O. Box 49720-00100
Nairobi**

Attn: Human Resources Department, Room No.145, first floor

So as to reach on or before 2nd December 2016

Only shortlisted candidates will be invited for interviews.

[UTaNRMP is a corruption free project and no one is required to provide any inducement to participate in any of its implementation processes].