



Terms of Reference – Consultancy to support the development of a Monitoring and Evaluation system.

Assignment duration: 30 days

Tentative assignment dates: 21st August - 2nd October 2017

Background:

Reach A Hand Uganda (RAHU) is a youth led and youth serving organization focusing on youth empowerment programs with an emphasis on livelihoods and skills development, Behavioural Change Communication, Sexual Reproductive Health and Rights and HIV/AIDS awareness and prevention through the design of innovative, creative and effective communication strategies and campaigns.

In an effort to have a systematic approach to monitoring and evaluating RAHU programs and the need to develop sufficient standards and criteria for determining what works, how and why in different situations and contexts, Reach A Hand Uganda seeks to hire a Monitoring and Evaluation consultant to support the process of developing an M&E system inclusive of a customized database to aid in the capturing and analysing of data, information and project results. Such information and knowledge is critical for learning and identifying best practices for high quality programming. ,

Based on these needs, the objectives of this consultancy are;

- To develop a customized M&E system to be adopted by RAHU.
- To support the M&E team to improve the current results and indicator framework as well as data collection and analysis tools to effortlessly fit into the developed system.

Scope of work;

- Review existing framework and revise objectives, indicators and desired results as necessary.
- An inception report with proposed methodology, data collection and reporting plan with identified deliverables and a detailed M&E guide, toolbox and data entry template.
- Define the Human capacity needed for the M&E system and framework.
- Involve the necessary team members in the review and revision process of the existing framework.
- Support the necessary staff to understand the new system.
- Compile report of the M&E system development process.

Deliverables;

- A customized M&E system in place and in use.
- Trained M&E team and relevant staff on the use of the system.
- A consultancy report.



Duration of the Consultancy;

The consultancy will take a maximum of 30 days between the months of August 2017 and July 2018. This is inclusive of any activities prior to, during and after the development of the system.

Required Skills and Competencies:

- Experience with M&E processes, systems and procedures. A bias in social work or public health will be an added advantage.
- Experience in conducting and facilitating similar processes with top NGOs.
- Proof of previous work with youthful organizations.
- Knowledge and experience of using participatory approaches and innovative facilitation techniques.
- Strong analytical skills.
- Good interpersonal skills and ability to negotiate shared positions.
- Excellent communication skills and fluency in English as well as a strong understanding of development and youth needs and issues in Uganda.

If interested, please send a cover letter, Curriculum Vitae, technical and financial proposal to: info@reachahand.org by 31st July, 2017.