



VACANCY

GOVERNMENT OF GRENADA

Ministry of Finance, Planning, Economic Development and Physical Development

Planning, Monitoring and Evaluation, And Knowledge Management Officer

The Government of Grenada (GOG) has received funding from the International Fund for Agricultural Development (IFAD) and the Caribbean Development Bank (CDB) to embark on a six (6) year (2018-2024) programme; the "**Climate Smart Agriculture and Rural Enterprise Programme (SAEP)**" and intends to apply a portion of the proceeds to eligible payments for which this invitation is issued.

The Government has also embarked on a Rural Development Unit which includes coordination between the Climate Smart Agriculture and Rural Development Programme (SAEP) and the Basic Needs Trust Fund (BNFT).

The primary goal of these programmes is to contribute to the reduction of poverty and vulnerability of men and women in rural communities in the tri-island state of Grenada.

The Ministry of Finance acting on behalf of the GOG now invites suitably qualified persons (National or Regional: Male or Female) to fill the position of **Planning, Monitoring and Evaluation, And Knowledge Management Officer, Government of Grenada/Climate-Smart Agriculture and Rural Enterprise Programme (SAEP) and the Basic Need Trust Fund.**

Main objective/Role of Officer

The Planning Monitoring Evaluation & Knowledge Management Officer will assist implementing partners and rural organizations in strengthening their capacity through their responsibilities in data collection and registration; ensuring the quality of data entered; and helping to produce initial statistical analyses.

The Officer is responsible for obtaining all data from primary sources as stipulated in the M&E plan and for their collation and analysis in the M&E system, including feedback of results to project stakeholders. She/He will work alongside primary stakeholders to carry out data collection, survey, assignments, in accordance with agreed-on procedures and standards. The post will involve considerable extraction and computer entry of data from field reports, as well as some analysis.

Qualifications and experience required:

Candidates should possess the following:-

- A university degree in social sciences, development studies, statistics or related field; an associate degree in social sciences, development studies, statistics or related field in combination with two additional years of qualifying experience may be accepted in lieu of the university degree.
- Computer/Data processing specialisation, with experience setting up and maintaining management information systems would be an asset.
- Minimum of two years experience in data management and implementation of M&E systems.
- Minimum two years experience in development work i.e. empowerment and knowledge of gender disaggregated indicators.
- Experience in conducting M&E in the development sectors, preferably in participatory and related processes.
- Experience in training in M&E with different stakeholders, analysis of qualitative and quantitative data and report writing, facilitating learning-orientated analysis with multiple stakeholders.
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Type of Appointment: Individual

Duration of Contract: 3 Years (performance review on a yearly basis)

Duty Station: SAEP Office
GCNA Building
Kirani James Blvd
St. George
Grenada

Compensation Package: Salary will be commensurate with qualification and experience

Application Deadline:

Interested persons should send a letter of application and a detailed resume to the following two addresses:

Permanent Secretary
Ministry of Finance, Planning, Economy
Energy & Cooperatives
The Carenage
St. George
Grenada

Chairman
SAEP – Programme Steering Committee
Ministry of Finance
The Carenage
St. George
Grenada

Applications can also be sent electronically to psfinance@gmail.com and saep@saep.gov.gd with the subject line: "Statement of Capability – M&E Officer: Climate-Smart Agriculture and Rural Enterprise Programme".

Applications should reach Ministry of Finance no later **than 4:00 PM on Friday 28th June, 2019.**

FULL DETAILS OF THE SPECIFIC SCOPE OF WORK / TERMS OF REFERENCE ARE AVAILABLE ON www.finance.gd & procurement.gd

ONLY SHORTLISTED CANDIDATES WILL BE CONTACTED