

**MONITORING & EVALUATION SPECIALIST**

**Country: The Commonwealth of The Bahamas**

**Supporting Institution: Inter-American Development Bank**

**Programmes: Program to Support the Health Sector to Contain and Control Coronavirus and to Mitigate its Effects in Service Provision & Programme to Support the Health System Strengthening of The Bahamas**

**Project Number: BH-L1053 and BH-L1055**

**Loan Number: 5179/OC-BH and 5296/OC-BH**

**Sector: Health**

**Deadline: 27 July 2022**

**Consultancy:** Monitoring and Evaluation Specialist

**Consultancy Location:** Nassau, New Providence, The Bahamas

**Reports to:** Project Manager – Project Execution Unit

The Ministry of Health and Wellness (MOHW) of The Bahamas has received financing from the Inter-American Development Bank (IDB), toward the cost of the Program to Support the Health Sector to Contain and Control Coronavirus and to Mitigate its Effects in Service Provision & the Programme to Support the Health System Strengthening of The Bahamas and intends to apply part of the proceeds for the consulting services of a **Monitoring and Evaluation (M&E) Specialist**. The successful individual will work as a part of the MOHW's Project Execution Unit on a contractual basis and report to the Project Manager – Project Execution Unit. The M&E Specialist will be required to liaison with partners/agencies involved in the Program, as well with the IDB team. The successful individual will be required to develop and implement the monitoring and evaluation arrangements for the operation. This contract is expected to be for 24 month. The key responsibilities include:

**Main responsibilities include:**

- Ensure that the monitoring and evaluation activities are congruent with the implementation of the Program and in keeping with the Monitoring and Evaluation [M&E] Plan and the Project Operating Manual.
- Provide technical oversight for the implementation of all health-related activities financed by the Project.
- Working in collaboration with the Ministry of Health & Wellness, confirm defined results and output indicators as contained in the Results Matrix and refine/adjust where appropriate.
- Provide advice and assistance as appropriate for strengthening the M&E function within the MOHW by instituting M&E practices consistent with the Results Matrix and the Project's M&E Plan.
- Provide technical assistance to the MOHW for the development, continuation, and maintenance of the data collection processes to support the implementation of the Project's M&E Plan.
- Working with the PEU's IT Specialist to design a project performance as measured against expected outcomes/outputs identified in the Results Matrix.
- Using databases identified in MOHW M&E's plans and reports as well as other data sources, where applicable, to commence the process to populate the project's database.
- Using accepted research methods and techniques (i.e., measured parameter checks, range tests, trend tests, data sorting), undertake data validation process to ensure that the information gathered from different data sources is clean, accurate and in a standard format.
- Perform data analysis identifying specific gaps, challenges, and opportunities for the Project



## REQUEST FOR EXPRESSIONS OF INTEREST



### MONITORING & EVALUATION SPECIALIST

- Organize data validation meeting(s) with key stakeholders and present report(s) on findings and recommendations.
- Perform research activities (as required) for the Project and data collection, analysis, monitoring and reporting on the project's performance.
- Identify problems, delays and external factors affecting the programme; proposing, where appropriate, remedial measures.
- Support monitoring internal meetings and programme evaluation and supervision missions, and evaluation of the Bank.
- Prepare semi-annual progress reports on the implementation of the M&E Plan.
- Utilize database for data entry, including tools for future reporting and clinical audit tools to assess the project.

#### The successful candidate should have the following skills:

- **Education:** A post-graduate degree in Economics, Business Administration, Public Administration, Health Management, or related field.
- **Experience:** Minimum of 5 years of experience in monitoring and evaluation activities and desirable significant experience in managing projects financed by multilateral institutions.
- **Languages:** Advanced writing, communication, and presentation skills in English.
- **Core and technical competencies:** Proven experience in monitoring and evaluation. The ability to work in a team and in a diverse work environment, unstructured settings and able to adapt to new environments and challenges; Experience in communicating technical concepts to non-technical audience; Confident communicator with strong relationship building skills; Self-motivated individuals with energy and drive, able to work with little supervision and track multiple processes; Good interpersonal skills with the ability to interact culturally, linguistically, and diplomatically with diverse internal and external individuals; Good negotiation skills.

The Ministry of Health & Wellness now invites eligible Consultants to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. Consultants will be selected under the National Competitive Bidding Selection procedures set out in the IDB's: Policies for the Selection and Contracting of Consultants financed by the IDB and it is open to all eligible bidders as defined in these policies. Consultants will be selected under the International Competitive Bidding Selection method set out in Selection and Contracting of Firms Policies. Only Short-Listed Individuals will be contacted.

Further information can be obtained by e-mail: [MOHWPEU@BAHAMAS.GOV.BS](mailto:MOHWPEU@BAHAMAS.GOV.BS). Submit all CVs and qualification documents to: **Procurement Specialist** E-mail: [MOHWPEU@BAHAMAS.GOV.BS](mailto:MOHWPEU@BAHAMAS.GOV.BS) on or before 5:00 pm on **27 July 2022**.