

Senior Local Consultant to Support the M&E of the PS1 Implementation

Position: Senior Local Consultant

Reports to: General Secretariat of the Committee on M&E of the Implementation of Pentagonal Strategy Phase 1 (GS-CME-PS1) and Policy Sub-Facility Strategic Advisor at CAPRED

Location: The Office of the Council of Ministers (OCM), Phnom Penh, Cambodia

Period of Assignment: 6 months

Duration: Up to 80 days

Employment type: Part – time Consultancy service

Contractual arrangement: “eligible for Cambodian residents/citizens only”

1. Introduction

The Royal Government of Cambodia's 7th mandate initiates the development of institutional mechanisms for a rigorous and robust Monitoring and Evaluation (M&E) system to facilitate the successful execution of the Pentagonal Strategy-Phase 1 (PS-1). Within this initiative, the Committee on Monitoring and Evaluation of PS-1 (CME-PS1), led by the Deputy Prime Minister and Minister of the Office of the Council of Ministers (OCM), alongside other high-ranking officials, including the Minister of Planning, has been established. CME-PS1 is responsible for guiding the M&E framework, overseeing progress, offering insights on socio-economic impacts, and ensuring that governmental actions are both accountable and strategically aligned. The role of Senior Local Consultant will play a crucial role in this initiative, contributing to the development of the M&E system and its successful implementation. The role is expected to ensure that this initiative makes a significant impact on the strategic direction and accountability of the government's actions.

The Cambodia-Australia Partnership for Resilient Economic Development (CAPRED), driven by its mission in policy work, strongly supports the PS1 M&E initiative. With a robust M&E system, the program seeks to exchange useful qualitative and quantitative insights and data with the government, primarily in key sectors like agriculture, trade, investment, infrastructure, gender equality, social inclusion, and others. Recognising the complexity of developing a comprehensive M&E system, CAPRED intends to provide crucial technical support and capacity building to the GS-CME-PS1 team, especially in formulating and developing the M&E Guidelines for the system implementation. This approach underlines CAPRED's commitment to a collaborative, incremental partnership strategy, aiming for meaningful engagement with government entities and other development partners to ensure strategic coherence and impactful outcomes.

The General Secretariat of the CME-PS1 is a strategic partner for CAPRED, particularly for the Policy Hub. It holds the mandate to ensure effective M&E on the PS1. The PS1 represents the highest policy of the government. Additionally, it has a strong political mandate in promoting evidence-based approaches to ensure more accountable delivery of policy commitments.

Since November 2023, CAPRED has been actively collaborating with the General Secretariat to optimise contributions to the PS1 M&E efforts. Following our recent



discussions and agreement, CAPRED is committed to providing technical assistance to develop the M&E system, track and evaluate PS1 implementation, and enhance accountability and transparency in the policy process. To effectively deliver our support, the engagement of several short-term consultants, beginning with a Senior Local Consultant, is crucial.

2. Objectives

The objective of engaging the Senior Local Consultant is to provide support to the General Secretariat in finalising and implementing the PS1 M&E framework and guidelines. This includes assisting the General Secretariat team in drafting key policies and guidelines, implementing the M&E process, building team capacity, and performing necessary coordination work.

3. Scope of Work

The consultant will perform the following tasks:

- **Assisting as needed with the finalization of the M&E guideline:** Support the finalisation of the current draft of the M&E guideline (English and Khmer) for implementation by various stakeholders, and ensuring alignment with governmental policies such as the National Strategic Development Plan 2024-2028 (NSDP),
- **Capacity Building:** Provide training and on-the-job support to General Secretariat staff, particularly junior staff and new recruits, on M&E concepts and PS1-specific practices.
- **Stakeholder coordination:** Assist the OCM team in coordinating with various stakeholders, including development partners, for smooth implementation of the PS1 M&E, and conduct necessary consultations to gather insights and feedback.
- **M&E implementation and experimentation:** Support the implementation of the M&E on specific key performance indicators (KPIs) and draw lessons for further expansion and improvement.
- **Technical advisory roles:** Perform other necessary technical advisory roles as required by the General Secretariat team and engage in consultations with the OCM and CAPRED team.
- **Communication and Reporting:** Keep the CAPRED team informed of progress and developments throughout the process, ensuring transparency and timely communication.

4. Deliverables

The consultant is expected to produce the following deliverables:

- **Documented contribution to the finalised M&E Guideline:** Clear documentation of the consultant's contributions and support to the General Secretariat in finalising the PS1 M&E Guideline,
- **Training and capacity building:** Developed training materials and conducted training sessions, including on-the-job support, for General Secretariat staff, particularly junior staff and new recruits, on M&E concepts and PS1-specific practices, and
- **M&E implementation support:** Comprehensive technical notes, data works, and other materials required to initiate and implement the M&E process on specific key performance indicators (KPIs), along with lessons learned and recommendations for further expansion and improvement.



5. Qualifications and Experience

Candidates should have:

- An advanced degree in public administration, economics, social sciences, public policy, or a related field. Specialised training or certification in Monitoring and Evaluation (M&E) is highly desirable.
- At least 5 years of experience in monitoring and evaluation, preferably within government or international development programs.
- Proven track record of developing and implementing M&E systems and operational guidelines.
- A solid background and experience in M&E work at the national and sub-national administration in Cambodia or within significant development programs.
- Proficiency in data management and analysis tools relevant to M&E practices.
- Strong analytical skills with the ability to interpret complex data and translate it into actionable insights.
- Strong communication skills with experience in managing diverse teams and coordinating multi-stakeholder projects.
- Ability to mentor and build capacity among team members and stakeholders.
- Excellent Khmer and English Language communication skills, both orally and in writing.
- Experience working with government agencies and understanding the Cambodian administration system and policy process are required.

6. Duration of Assignment

The consultancy service **is up to 80 days, with an expectation of 6 months to complete the deliverables**. The consultant will report directly to the GS-CME-PS1 and provide updates to the CAPRED team as needed.

Financial details will be finalised during contract negotiations.

Closing Date: 28 August 2024

How to apply

Please send your cover letter and CV with name and contact details (phone and email) of three professional referees with your expected daily rate to recruitment@capred.org mentioning the position you apply for in the subject line "Senior Local Consultant".

Cowater International (managing contractor of CAPRED) is an equal opportunity employer, basing employment on merit and qualifications as they relate to the professional experience and position expectations. Cowater does not discriminate against any employee or applicants on the basis of race, religion, sex, gender identity, disability, age, or any other basis protected by law. CAPRED aims to have a diverse workforce at all levels, and a workplace that is supportive of gender equality, disability and social inclusion. Women, people with disabilities and other minorities are highly encouraged to apply.

Only shortlisted candidates will be contacted for an interview.

