Social Accountability International (SAI) is a non-profit organization advancing labor standards and working conditions around the world. We envision a world where workers, businesses, and communities thrive together. SAI is a leader in policy and implementation – developing social standards, guidance and tools, facilitating learning and capacity building, and convening partnerships to drive dialog and consensus-based solutions. Find out more on our website www.sa-intl.org.

Job Description: SAI is applying for Phase 1 of a US Department of Labor (USDOL) funded grant project to develop and pilot actionable resources to create global worker-driven social compliance systems, putting workers and their organizations at the center of effective solutions to ensure the real, independently verifiable protection of labor rights in global supply chains. The resources will be piloted in the Indonesian palm oil sector. Phase 1 is expected to run for 3 years starting at the end of 2023 or beginning of 2024. If Phase 2 of the project is awarded, the project will be extended 4 years and to additional countries. Find out more about the project objectives here.

Conditional on the project being selected and funded by the USDOL, the Monitoring and Evaluation (M&E) Consultant will be hired to design, build, and implement a robust monitoring and evaluation program. The estimated time commitment is 25% FTE, or about 5 days per month.

Throughout the course of the project, the role of the Monitoring and Evaluation (M&E) Consultant will include, but not be limited to:

- Design and manage development of the Comprehensive Monitoring and Evaluation Plan (CMEP).
- Collaborate with external M&E experts to develop CMEP tool.
- Manage external consultants carrying out on-the-ground baseline and follow-up survey data collection.
- Lead process of establishing baseline values for USDOL standards and project specific-indicators.
- Development of project-specific child labor/forced labor definitions.
- Collaboration with ILAB on required performance evaluations and/or other learning/accountability activities.
- Ensuring adequate M&E staffing capacity to support monitoring activities through the project’s period of performance.
- Working with USDOL post award to develop appropriate indicators and a plan for assessing the effectiveness and sustainability of key components (or activities) of the project.
- Monitor and report on the performance of the programs in the region and suggest measures to improve the monitoring system.
- Assist in improving communication and information sharing between different stakeholders
- Assist the Project Director in preparing periodic reports on the activities, schedule, and financial status of all project components in a standard reporting format as required.
- Coordinate with communities, service providers, and local governments in the region to ensure a long-term approach to participatory M&E process.
- Support development of tools and systems that ensure recommendations/lessons learned from previous grants flow back into project design of new grants.
- Support project/program staff to properly document, organize and capture program progress and create a tools library to increase institutional learning and disseminate lessons learned.
- Other relevant responsibilities as they arise.

Experience/Qualifications
- Minimum of five (5) years of professional experience in a senior M&E position responsible for implementing M&E activities of international development project.
• Proven success in designing, implementing, and operating project M&E systems from project initiation to closeout stages.
• Experience in planning and managing various studies; for example, performance evaluations, baseline studies, case studies, and gender/diversity-related studies.
• Experience designing and managing multiple disaggregation variables for participant monitoring and database systems, including gender and age.
• Bachelor’s or Master’s degree in statistics, demographics, public policy, international development, economics, or related field; or, ten (10) years or more of related work experience. (If qualifying with a Bachelor’s degree, it is preferred that the candidate also hold an advanced certificate in M&E, statistics, or economics).
• Experience in strategic planning and performance measurement, including indicator design, target setting, reporting, database management, and developing M&E and/or performance monitoring plans.
• Experience in designing and administering data collection tools, conducting data entry, data cleaning, data processing and analysis.
• Knowledge of the major evaluation methodologies (e.g., qualitative, quantitative, mixed method, and impact) and data collection and analysis methodologies.
• Experience managing and providing ongoing training to M&E field officers and/or subrecipients;
• Experience with data quality assessments and oversight.
• Experience with designing and implementing results-based monitoring systems for projects focused on capacity building.
• Fluency in English required.
• Understanding of gender mainstreaming and analysis frameworks and development of indicators pertaining to adolescent girls’ and women’s economic empowerment preferred.

To apply, please send resume and cover letter to recruits@sa-intl.org. All applicants MUST include job title “SAI Monitoring & Evaluation Consultant” in the subject line of their email submission.

The position is based in Indonesia. Compensation commensurate with experience and appropriate for a charitable organization of SAI’s size. SAI is an Equal Opportunity Employer.