Evaluation Specialist

JOB PURPOSE

Lead and/or participate in the conduct of evaluation studies, including complex evaluations like the annual evaluation review, country assistance program evaluations and evaluation of ADB strategies, policies and projects in developing member countries (DMCs). Draw lessons from evaluation studies and their implications for improving development effectiveness of ADB operations and disseminate findings and lessons to increase awareness and use of knowledge in ADB and DMCs. Provide operational support to improve the quality of projects and ensure lessons from evaluations are incorporated in the country strategy, sector and policy formulation and project and technical assistance (TA) design. Work within general policies, principles and goals, working directly with clients.

EXPECTED OUTCOMES

Operations Evaluation
- Conduct evaluation studies to assess the impact and effectiveness of ADB’s policies and strategies, lending operations and knowledge based products.
- Prepare country, sector and other syntheses of evaluation findings and contribute in other ways to IED’s knowledge and outreach program.
- Perform work independently in own field of specialization, equipped with knowledge and experience of multiple discipline.

Operations Support
- Review and provide advice on loan and TA project design, particularly in the education sector, to ensure that lessons from evaluations are incorporated to improve the quality of new projects, design and monitoring framework follows established guidelines, proposed monitoring and evaluations systems are robust, project rationale and analytical underpinning are sound, and the likelihood of project sustainability is strong.
- Review and provide advice on proposed operational policies, procedures, and country strategy and operational programs of ADB in light of evaluation findings and development context.

Knowledge Management
- Foster knowledge sharing and disseminate evaluation findings and lessons to increase awareness and knowledge in ADB.
- Contribute to strengthening the self-evaluation capacity of ADB departments and DMCs.
- Contribute to the Department’s internal peer review process.
- Contribute from the Department’s perspective to ADB-wide initiatives such as Managing for Development Results and the Reform Agenda.

Staff Supervision
- Take the role of mission leader and supervise the work of mission members.
- Supervise the performance of reporting staff, providing clear direction and regular monitoring and feedback on performance.
- Ensure the on-going learning and development of reporting staff.
EDUCATION REQUIREMENTS

Master’s Degree, or equivalent, in Public Policy, Social Science, Development Economics, Finance, Engineering, Business Administration or related social science fields. University degree in Public Policy, Social Science, Development Economics, Finance, Engineering, Business Administration or related social science fields, combined with specialized experience in similar organization/s, may be considered in lieu of a Master’s degree

RELEVANT EXPERIENCE

- Suitability to undertake the responsibilities mentioned above at the required level
- At least 8 years of relevant professional experience in operational, economic, social, and technical aspects of developing economies and/or project preparation, appraisal, management, administration and evaluation in the social sectors (with experience and leading-edge expertise in the education sector being highly desirable), related policy dialogue and/or country strategy development for DMCs.
- Experience in the processing and/or administration of loans and TA products of ADB or similar multilateral development institutions.
- Excellent oral and written communication skills in English.
- International experience working in several countries

CORE COMPETENCIES

Application of Technical Knowledge and Skills
- Regularly shares knowledge on new international best practice trends in comparator situations
- Proactively applies relevant international best practices to own work
- Convinces others to adopt international best practice by explaining the situational relevance and benefits

Client Orientation
- Helps colleagues work effectively with clients in different contexts and from diverse backgrounds and country situations
- Adapts own approach and style when interacting with clients, as opposed to requiring them to adapt
- Draws upon international best practice in exploring solutions with clients
- Confirms the clients’ understanding and agreement before progressing

Achieving Results and Problem Solving
- Draws on own and others’ multi-country experience to identify viable courses of action when conducting analyses
- Helps internal and external clients achieve quality results beyond presenting problems and precedent
- Highlights possible solutions for project issues based on relevant multi-country and/or multi-client experience
- Regularly contributes insights and experiences to colleagues in the Division to help them achieve quality results
- Overcomes unexpected difficulties and challenges to produce desired outcomes
Working Together
• Maintains collaborative relationships within the Department
• Works effectively with diverse colleagues in own and other Divisions and Departments
• Flexibly alters positions and adjusts previously stated points of view to support the group consensus
• Follows through on team priorities in the absence of a team leader

Communication and Knowledge Sharing
• Checks the audience’s level of understanding and awareness of required follow up actions
• Consistently seeks and addresses feedback on own performance
• Creates knowledge products endorsed for wider distribution based on lessons and multi-country experience
• Independently amends and clarifies messages and documents

Innovation and Change
• Actively supports work improvement and/or organizational change by work and deed
• Develops and adopts change plans to support Division initiatives on which one works
• Considers current and future client needs in proposing ideas
• Vocalizes early support for change
• Recommends inputs to new policies, systems and processes in immediate work area

REPORTING RELATIONSHIPS
• Supervisor: Director
• The following staff positions report to the Evaluation Specialist:
  o National Staff
  o Administrative Staff

We encourage diversity in our workplace and support an inclusive work environment. Women are encouraged to apply.