SENior Project Officer – LEARNING, MONITORING AND EVALUATION
NWM-TISS WATER PROJECT

<table>
<thead>
<tr>
<th>Name of the Position</th>
<th>Sr. Project Officer – Learning, Monitoring and Evaluation</th>
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<tbody>
<tr>
<td>POSITION CODE</td>
<td>SPO-LME</td>
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<tr>
<td>No. of Positions</td>
<td>01</td>
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<tr>
<td>Location</td>
<td>New Delhi</td>
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<tr>
<td>Duration</td>
<td>10 Months (extendable)</td>
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<tr>
<td>Total Salary</td>
<td>Rs 40,000 to 50,000/- per month</td>
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About the Position:
As Senior Learning, Monitoring and Evaluation Officer, you will be primarily responsible for setting-up and follow through a learning, monitoring and evaluation process for the project at all levels. You will collaborate with other Sr/ project officers and report to the Project Manager.

General Description:
Responsible for designing and developing result oriented implementation plan, based on the overall strategic outputs, and outcomes of the project. Develop a framework and set-up the monitoring process for timely delivery of project milestones, activate it and follow through the process. Develop a framework for empanelment process, handle call for applications, and build criteria for selection process and scrutinising procedures for the same. Work with a team of regional project officers, guiding and handholding them in designing, developing and implementing a monitoring process to assess the activities of Lead and Field partner organisations. Initiate, build terms of evaluation, criteria and design the evaluation process, sourcing external evaluation consultants, engage with them and facilitate timely completion of evaluation and reporting process. Increase the scope of the project by leveraging all forms of partnerships towards, ‘Goal-II: Promotion of citizen and state action for water conservation, augmentation and preservation’, of the National Water Mission. The above description reflects the general overview of the profile, and does not necessarily include all the details of the work requirements inherent in the position, which will emerge as the project progresses.

Essential Role and Functions:
- Design and manage implementation plan and monitoring process of NWM-TISS Water Project, in line with project strategy, encompassing collection and review of project level information, assess the proceedings of the activities and initiate the required course correction measures.
- Develop a framework of mapping river basin level/ sub-basin level outcome indicators, collect and analyse indicator achievement data in relation to project deliverables, outputs, outcomes, process and crosscutting concerns such as gender and water specifics.
• Design a framework for evaluation and selection of partner organisation across river basins, manage the empanelment process and guide the technical team in developing an online platform for the same.

• Take lead, guide and handhold the process along with regional project officers to designing, planning and implementing a decentralised system of regional results based outcome mapping for effective river basin management and set-up a monitoring and evaluation process for regional partner organisations and other stakeholders to follow through.

• Support in developing training modules, ensuring its quality, effectiveness of training process, coordinate with regional project officers to ensure smooth completion of training and capacity building activities.

• Oversee implementation of field activities, monitor the regional progress, identify best practices and create a database of such case studies/information, for further use by the campaign team.

• Develop guidelines for scrutinising of funding proposals from partner organisations to ensure funding requests are in-line with project strategy and ensuring they are in accord with funders (grant agencies, public and private sector CSR) area of interest, location and engagement.

• Assist project manager in creating quarterly action plans, time lines and progress of work and facilitate documentation of the same.

• Develop terms of reference for evaluation, set a process for selecting external evaluation consultants; engage with them at all stages.

• Perform other duties as may be assigned by senior management, for the development of the regional network of organisations.

Qualifications and Experience:
Masters in Social Work, Human Resource Development, Business or Public Administration, Environmental Studies, Agricultural Extension and Rural Development or any other related fields. Persons with other education qualification could be considered based on relevant experience in the field of water resources, project implementation, project management and monitoring process.

A total of 6-7 years, including at least 1-2 years of hands on experience in leading effective monitoring and evaluation process in the field of - community development, public health and social services, environmental management, rural development or any other social sector. Experience in water sector will be an advantage.