

National Consultancy Vacancy for the Independent Midterm Evaluation of the Youth Empowerment Project (YEP) in The Gambia

Background: The Independent Evaluation Unit of ITC (IEU) plans to conduct a midterm evaluation of the ITC its 'Youth Empowerment Project in The Gambia'. The purpose of this call for expression of interest is to identify a qualified national evaluation consultant to conduct this midterm project evaluation. Therefore, individuals are invited to apply for this assignment.

The main evaluation process, including the preparation of the midterm evaluation, designing the approach, data collection, report writing and communication, is expected to take place in the timeframe from July to September 2019.

Description of the programme: The overall objective (impact) of the ITC 'Youth Empowerment Project' is to increase job opportunities and income prospects for youth in The Gambia. More specifically, the project outcome is to tackle the root causes of irregular migration through increased job opportunities and income prospects for youth in The Gambia. Specific outputs/components of the project include three results: (R1) improved employability and self-employment opportunities for youth; (R2) increased employment opportunities along selected value chains; and (R3) promote the concept "Tekki Fii – Make it here": Make it in The Gambia. The project takes a market-led approach to improving the skills and employability of potential and returning migrants according to demands of the job market and simultaneously creating employment opportunities along value chains.

Objectives of the evaluation: In particular, the midterm evaluation will:

- Assess to what extent the project has progressed towards achieving its intended outcomes and provide an indication of the extent to which it has contributed to the intended impact (summative component);
- Serve as a basis for solving any problems identified during the evaluation by providing recommendations for remedial actions where the project might not be on track (formative component);
- Provide lessons learned and identify good practice; and
- Build trust and legitimacy among stakeholders and ensuring accountability towards partners and funders by verifying the project's relevance, effectiveness, efficiency, potential for impact and potential sustainability.

Scope of the evaluation: The midterm evaluation will cover the project activities from its start date, 1 January 2017 to 30 June 2019. All locations in The Gambia where the project is being implemented will be included in the evaluation.

Application process: To apply, please send your expression of interest to evaluation@intracen.org, indicating in the title 'EOI for Midterm Evaluation of YEP in The Gambia'. Short-listed candidates will then be contacted for an interview.

The application should include an updated CV and 2-3 exemplary reports. In addition, applicants are encouraged to address the following questions in their cover letter:

- Why are you interested in this evaluation?
- What expertise and experience do you have that qualifies you for this specific evaluation?
- What are the daily rates that would apply?

The terms of reference for this consultancy are attached in Annex of this document.

--- The closing date for this call is Friday, 19 July 2019 ---

ANNEX**Terms of Reference****National Evaluation Consultant**

Assignment title:	Project evaluation: 'Independent Midterm Evaluation of: Youth Empowerment Project (YEP) in The Gambia'
Vacancy job title:	National Consultant
Duty station:	Home-based
Travel:	Project locations within The Gambia
Total workdays:	approximately 29, from July to October 2019

Background

The International Trade Centre is a joint agency of the United Nations and World Trade Organization based in Geneva. ITC's mission is to enable small business export success in developing and transition-economy countries, by providing, with partners, sustainable and inclusive development solutions to the private sector, trade support institutions and policymakers.

The IEU seeks an experienced national evaluation consultant for conducting the midterm evaluation of the ITC's Youth Empowerment Project (YEP) in The Gambia.

Duties and responsibilities

The IEU will manage the evaluation process. The national consultant will work with and report to the International Evaluation Consultant (Team Leader). Under the management of the Evaluation Team Leader, the national consultant will substantially contribute to the delivery of the outputs as set out below:

- Draft Inception Report;
- Data collection mission and draft update on preliminary findings;
- Draft Midterm Evaluation Report;
- Final Midterm Evaluation Report; and
- Evaluation Learning Note.

The below list provides an indication of the responsibilities of the national evaluation consultant:

- Prior to the Lead Evaluator's (Team Leader) arrival in The Gambia, facilitate the evaluation process and provide administrative support in setting-up the meetings and interviews with project stakeholders and beneficiaries, taking into account efficiency and the availability of respective stakeholders. The stakeholders will include government officials, representatives of the European Union (EU) Delegation to The Gambia, members of Project Steering Committee, and other stakeholders including current and former project beneficiaries as set out in the Inception Report.
- Collect secondary data.
- Pre-test data collection instruments/questionnaires with selected stakeholders and suggest required modifications.
- Conduct surveys (either over telephone or in-person).
- Conduct focus group discussions (FGDs) and key informant interviews (KIIs) based on a set of guiding questions agreed with Lead Evaluator.
- Summarize data collected through secondary research, KIIs and FGDs in succinct form with supporting interpretation.
- Attend meetings and interviews with stakeholders and prepare meeting notes.
- Provide any other logistic support required by the Lead Evaluator while in The Gambia to accomplish the data collection work for the evaluation.
- Participate in the wrap-up meeting at the end of the Lead Evaluator's country visit.
- Participate in the stakeholders' meeting at the end of the evaluation process.
- Provide required written inputs for the preparation of the draft evaluation.

Expected Outputs:

1. List of confirmed appointments for meetings and interviews with details contact details.
2. Meeting notes with relevant stakeholder interviews.
3. Secondary data and related statistics collected and compiled from relevant sources including project partners.
4. Survey data compiled and summarized, including completed questionnaires and datasets.
5. A summary of focus group discussions.
6. Notes from the wrap-up meeting.
7. Active participation and contributions during the stakeholders meeting at the end of the evaluation process.

Required profile

It is expected that the national evaluation consultant is a national of The Gambia with experience in conducting evaluations. In addition, the national evaluation consultant will have no previous involvement/engagement in the design and delivery of the project in Youth Employment Project in The Gambia. Female candidates are encouraged to apply.

Education

- University degree in the field of project management, social science, development studies or another relevant field of study.

Experience and skills

- Minimum of five years' experience in carrying out evaluations of development interventions,
- Demonstrated knowledge of evaluation (including both qualitative and quantitative evaluation methods) of development projects/programmes;
- Knowledge of local context and of target areas where the project operates (e.g. Banjul and the Greater Banjul Area, Brikama, Kanifing, Mansakono, Kerewan, Kuntaur, Janjanburek, Basse);
- Knowledge of other youth employment and empowerment related local programmes/projects, and of associated local institutions and government structures will be an asset; and
- Proficiency in English and excellent report writing skills, with the ability to write clear and concise analytical reports.
- Ability to communicate effectively with various stakeholders;
- Excellent organization and time management skills;
- Strong interpersonal skills, with the ability to work with people from different backgrounds to deliver quality products within short timeframe; and
- Ability to be flexible and responsive to changes and demands; and to be result-based and open to feedback.

Languages

- Fluency in English and one or more of the vernacular languages of The Gambia (i.e. Mandinka, Pulaar, Wolof, Serahule, etc.).