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**WE-RISE! Women's Empowerment
for Resilience, Inclusion,
Sustainability and Environment**
T05-EUTF-HOA-SD-96-02



PROFESSIONAL VACANCY ANNOUNCEMENT N. WE-RISE!

M&E OFFICER (INTERNATIONAL)

Vacancy announcement Ref: 35/12303/2022

Profile: M&E Officer - International

Program: T05-EUTF-HOA-SDN-96-02 "WE-RISE! Women's Empowerment for Resilience, Inclusion, Sustainability and Environment".

Applicable regulations:

Law. of 11 August 2014 n.125, entitled: "Disciplina generale sulla cooperazione internazionale per lo sviluppo".

The decree of the Italian Ministry of Foreign Affairs (MAECI) of 22 July 2015 n. 113, regolamento recante "Statuto dell' Agenzia italiana per la Cooperazione allo Sviluppo" ed in particolare in capo terzo, articolo 11, comma 1, lettera c).

Decree of the Director of the Italian Agency for Development Cooperation no. 28 of 05 February 2021.

Resolution of the Joint Committee of 19 November 2019 n. 101 "Criteri e modalità per la selezione di personale non appartenente alla Pubblica Amministrazione da assumere con contratto di diritto privato a tempo determinato disciplinato dal diritto locale di cui all' articolo 11 comma 1 lettera c) dello Statuto AICS".

The Italian Agency for Development Cooperation (AICS) – Khartoum office, intends to recruit a GEWE Project Officer in the framework of the Program AID 12303 "WE-RISE! Women's Empowerment for Resilience, Inclusion, Sustainability and Environment" (hereafter referred to as "the Program"), financed by the European Union (EUTF), implemented by AICS Khartoum and the United Nations Entity for Gender Equality and the Empowerment of Women (UN Women) Country Office.

Program description

The Program, jointly implemented by AICS and UN Women, is part of the special allocation 2019-2020 channeled under the European Union Emergency Trust Fund for stability and addressing root causes of irregular migration and displaced persons in Africa (EUTF) to support the democratic transition in Sudan. The Program aims at creating a conducive environment for the economic empowerment of women and other socially excluded groups, living in the most vulnerable situations in Khartoum, Kassala, Gedaref and the Red Sea States through financial inclusion schemes, strengthening of women's entrepreneurial capacities and promotion of positive social norms, in a period of 36 months (Feb-2021 - Jan-2024).

This specific objective will be achieved through microfinance interventions that have significant potential for contributing to women's economic and social empowerment (Result 1 - AICS component). Access to savings, new and dedicated credit lines can initiate or strengthen a series of interlinked and mutually reinforcing "power and saving capacity" of beneficiaries, accelerating agricultural production, poverty reduction and economic

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growth in the long term, in an inclusive and equal way. Income and production growth may contribute to a different and more sustainable consumption model.

Moreover, these empowerment modalities will be translated into the enhancement of women's entrepreneurial capacities in farming, livestock, forestry and marine products and women's leadership skills for effective engagement in economic activities and public spaces to guarantee their effective engagement in value chain and gender inequality patterns transformation (Result 2 – UN Women component).

Finally, the main barriers for Women's Economic Empowerment (WEE) will be addressed to enable a conducive environment, including the prevention of negative social norms, the creation of mechanisms to address Gender Based Violence (GBV) as obstacle to WEE and the promotion of positive social norms towards GEWE (Result 3 - AICS component).

The Italian Agency for Development Cooperation (AICS) – Khartoum office,
intends to recruit a M&E Officer (Exp.L3)

1. CONTENTS AND PURPOSE OF THE ASSIGNMENT

Professional Profile: M&E Officer (Exp.L3)

Duty station: Khartoum

Type of Contract: Fix term contract according to local legislation following the principle of the Italian law.

Remuneration: salary, benefits and other conditions are offered in accordance with AICS rules and regulations. The remuneration corresponds to 36.018,24 Euro gross per year plus cost of living and risk allowance (Exp. L3).

Contract duration: 12 months - including the two-month probationary period. With possible extension, subject to needs, availability of funds and satisfactory performance.

Expected start of employment: at the end of the selection process.

1. KEY FUNCTIONS

- Provide over technical and operational support to the work of the PMU, including the preparation of technical documents and reports;
- Design an updated M&E plan based on the changing needs of the project
- Lead the process of the implementation of the M&E plan, by monitoring programme activities, results and indicators, and managing regular capacity building workshops for team and partners.
- Perform a regular revision of logframe, M&E, Communication and Risk Analysis plans, ensuring that gender and inclusivity are properly mainstreaming across the frames/plans;
- Monitor effective use of financial resources and compliance with AICS rules, policies, and procedures as well as EU requirements, making sure - with the support of the PMU - that gender responsiveness is taken into consideration;



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- In coordination with the Team Leader and Technical Advisor, plan, organize and carry out regular monitoring field visits to observe the actions' progress, challenges, potential risks and the management/mitigation measures applied;
- In coordination with the Team Leader and Technical Advisor, plan, organize and carry out regular monitoring/follow up meetings with the service providers implementing R1 (microfinance component) and the grantees implementing R3 (social norms component),
- Support the preparation of progress reports, with a specific focus on the M&E-related info, and the implementation of donor and auditor's recommendations.
- Assist the communication officer by providing data and findings to facilitate their presentation in creative and effective ways.
- Contribute to keep collaborative relationships with program's partners and stakeholders, including liaison with the local counterparts at central and local level (e.g financial institutions, local organizations, women's associations, saving groups).
- Assist in the interaction between the PMU and implementing partners/service providers, with regards to programmatic matters, with frequent travels to the areas of intervention;
- Perform any other activity required for the correct implementation of the Program.

Prohibition to engage in other activities: The selected candidate must not have carried out, during the last three years, any business activity in the country of service, or be in a situation of conflict, even potential, of interests that undermine the impartial exercise of the functions, as provided for in Article 53 of Legislative Decree no. 165 of 2001, referred to in Law No. 190 of 2012 and by the Code of Ethics and Conduct of AICS. The Administration reserves the right to verify, under penalty of exclusion, the compliance of what has been declared in this regard by the selected candidate.

2. REQUIREMENTS

Candidates will be considered eligible for selection on the basis of the following **essential requirements**, to be fulfilled by the deadline for applications:

2.1 Essential:

- a) Age not exceeding (at the time of signing the contract) the one required for retirement by local regulations (60 years), or by Italian regulations (ref. Law 398/87) for candidates' subject to the Italian social security system (67 years);
- b) Medically fit for employment.
- c) Master degree in Sociology, Political science and/or Social Science or any related discipline with at least 3 years of professional experience. Alternatively, Bachelor degree in the same disciplines with at least 4 years of professional experience in the sector required. Other degrees of the same level may be taken into consideration if accompanied by sector-specific experience.
- d) At least 4 year of relevant professional experience working with international organizations, governmental and/or non-governmental bodies on socio-economic development and/or humanitarian projects and programmes;
- e) At least 3-year experience in Monitoring and Evaluation of humanitarian and/or development projects;
- f) At least 1-year experience in projects focusing on women's empowerment;



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- g) Proficient English (C1 Level - Common European Framework of Reference)
- h) Proficient in written and spoken Italian (C2 Level - Common European Framework of Reference)
- i) Proficiency in the use of main software tools (Microsoft Office above all);
- j) Interpersonal skills:
 - Capacity to work in a multicultural environment
 - Capacity to work under stressful conditions
 - Problem-solving skills
 - Team-building skills
 - Growth-oriented personality

2.2 Preferred:

The following will constitute the preferred qualification for the position:

1. Previous experience in gender related projects
2. Previous experience with EU-funded projects/programmes and Knowledge of European procurement procedures (PRAG)
3. Previous experiences in AICS, International Agencies/INGOs
4. Arabic knowledge B1 level (Common European Framework of Reference)
5. Similar professional experience carried out in African countries;

Before submitting their application, candidates should assess whether they fulfil all the essential requirements specified in this vacancy notice. Professional experiences indicated in the curriculum vitae are accounted only from the time the candidate obtained the degree required for the position. Start and end dates of all previous positions and indication on whether they were full – or part time should be clearly stated in the curriculum vitae. Details of any professional experience, training, research, or studies must be provided in the application. Upon request, candidates must be able to provide supporting documentation clearly indicating the duration and nature of those experiences.

3. HOW TO APPLY

3.1 In the application, drawn up in the form of a self-declaration of certification pursuant to the art. 46 and 47 of Presidential Decree no. 445 of 28.12.2000, candidates must declare under their own responsibility:

- a) Surname, name, date and place of birth;
- b) Residence;
- c) Age not exceeding (at the time of signing the contract) the one required for retirement by local regulations (60 years), or by Italian regulations (ref. Law 398/87) for candidates' subject to the Italian social security system (67 years);
- d) Citizenship;
- e) Being medically fit for employment;
- f) Full enjoyment of political and civil rights;
- g) Absence of convictions for any criminal offence and absence of any pending criminal and accounting offences both in Italy and abroad;



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- h) Not to have been dismissed, dispensed, declared lapsed or fired from employment in a public administration, both in Italy and abroad;
- i) Not having sustained, in the three-year period preceding the date of expiry of the notice, an assessment of insufficiency in the assessment of work done/performed in the context of employment contracts signed with AICS offices other than Khartoum.

Any false declaration will incur penal sanctions according to article 76 of Italian D.P.R. 28.12.2000, n. 445. as subsequently amended and supplemented, facing immediate termination of employment and loss of any wrongfully obtained benefit.

3.2 The application shall also include:

- 1) Motivation letter in English dated and signed
- 2) Copy of valid passport/ID card
- 3) Curriculum vitae in Europass format and in English dated and signed including authorization to process personal data, with a precise time indication of the professional experience relevant to this notice, without overlapping
- 4) Self-declaration as per paragraph 3.1 dated and signed

The applicant should also provide a telephone number and an email address for communications. The applicant must communicate any changes occurring after the submission of the application for this vacancy.

The applications, duly dated and signed, should be submitted in non-editable pdf. format to the following email address: recruitment.sudan@aics.gov.it by **5th of December 2022 at 12:00 (Central European time)**.

The subject of the email must contain the vacancy announcement Code **WE-RISE! 35/12303/2022**;

Please note that only complete applications received within the deadline will be accepted and considered.

4. EXCLUSION FROM SELECTION PROCEDURES

The following will determine exclusion from the selection procedure:

- a) Applications lacking any of the essential eligibility requirements;
- b) Applications received after the deadline stated in this announcement and not following terms and modality set out in the present announcement;
- c) Application documents not signed.

5. EVALUATION OF APPLICATIONS

Once the terms of validity of the notice have elapsed, the head of AICS office in Khartoum assesses the admissibility of the applications regarding the presence of the essential requirements and the absence of causes for exclusion. The exclusion is communicated to the candidates concerned.



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Subsequently, a recruitment commission of three members appointed according to art. 2 of the document approved by the *Delibera* n.101 of the Joint Committee n.101 evaluates the merits of applications by assigning a maximum overall score of 100 points according to the following criteria:

QUALIFICATIONS (Max 70 points)

- Additional academic titles than the obligatory one: up to 10 points;
- Language skills: up to 10 points;
- Professional experience: up to 40 points;
- Other qualifications of professional skills: up to 10 points.

INTERVIEW (Max 30 points)

Candidates who score at least 40 points, in the assessment of qualifications, are invited for an interview. A maximum score of 30 points can be attributed. The interview will be carried out through audio/video connection, or at the premises of the Italian Agency for Development Cooperation in Khartoum. The interview shall be held in the languages indicated in the vacancy announcement and shall assess the applicant's knowledge and experience, languages skills, his or her ability to carry out the position and any other skills deemed necessary to assess the candidate's profile in relation to the post to be filled.

The invitation for an interview is sent by e-mail to the address indicated by the candidate in the application.

Applicants are not entitled to reimbursement of any costs incurred in connection with the interview.

Following the interview process, a list of candidates is prepared including only candidates with an overall score of not less than 60% of the maximum attributable points (60 points).

6. RESULTS OF THE SELECTION

The candidate with the highest score in the ranking list is declared the winner. S/he is informed by email or any other appropriate means.

The ranking list remains valid for one year and can be extended for another year for motivated needs related to the implementation of the initiative. In case of a decline by the winning candidate or an early termination of the contract, the office reserves the right to appoint another candidate from the ranking list - if the necessary financial resources are available.

In the event of equal scoring, the youngest candidate will be preferred.

The ranking list is published on AICS and AICS Khartoum Office website

In the employment contract between AICS Khartoum and the candidate - selected through the recruitment procedure – both parties can – in the presence of a just cause or a fact of such gravity that does not allow the continuation, not even provisional, of the employment relationship - withdraw from the contract.

In any case, the employee may withdraw from the contract with a 6 months' notice.

The employment contract foreseen the signature of the Italian Agency for Development Cooperation Code of Ethics and Behaviour of staff by the employee according to art. 11, comma 1, let. C) of the Ministry Decree n. 113 July 22nd 2015.



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7. PROTECTION OF THE PRIVACY

The submission of applications by a candidate implies consent to the use of their personal data, including sensitive data, by personnel assigned to the custody and storage of applications and for the purpose of the selection process. The data processor is the head of AICS Khartoum.

8. PROTECTION CLAUSE

At any stage of the selection process, the Italian Cooperation Agency in Khartoum has the right at its own complete discretion to terminate the recruitment process.

9. TRANSPARENCY

This vacancy announcement is published on the website of AICS and AICS Khartoum.

Khartoum, 1st November 2022