



REFORM SUPPORT UNIT (RSU)  
SCHOOL EDUCATION & LITERACY DEPARTMENT  
GOVERNMENT OF SINDH



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**TERMS OF REFERENCE (TORs)**

**MONITORING & EVALUATION (M&E) EXPERT**

**Reform Support Unit (RSU) Sindh Education and Literacy Department (SELD)**  
*Government of Sindh*

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**Minimum Qualification Requirements**

The M&E Specialist will have a graduate qualification in development economics, social science or other related field (higher qualification is an advantage), with at least 5 years of relevant background and experience in monitoring and evaluation of government and donor assisted projects in Pakistan. Experience of World Bank funded projects will be an advantage. The candidate must have prior demonstrated experience in designing and implementing M&E systems in a multi- faceted Project. Candidate must have excellent communication and presentation (oral and written) skills in Urdu and English. First rated Reporting skills with ability to produce infographics and data analysis sheets. Excellent interpersonal skills.

**Duration**

Initial duration of consulting service for the M&E expert is One year, with an approximate beginning in early 2022. The contract may be renewed if need of services is deemed necessary and also based on the performance of the expert.

**Terms of References**

The M&E Expert will deliver the specific tasks as follows:

1. Develop methodologies, data collection instruments, and analytical procedures for monitoring and evaluation of the projects' economic, progressive and social impacts.
2. Assist with the establishment of relevant project benchmark data, and plan and supervise the collection and any additional benchmark data required through provincial situation analysis.
3. Prepare high quality project progress and monitoring reports for sharing with the Ministry and World Bank as per expected quality standards of reporting
4. Develop presentations of project key aspects as desired by the RSU and the Donors.



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5. Train relevant Provincial and District Staff in data collection procedures as required during project implementation;
6. Plan and supervise the regular collection of data to monitor and evaluate the effects on poverty reduction and the economic benefits of the pre-established and provided educational ecosystem and the effects of COVID-19 and Flash Floods on the education milieu in question
7. Plan and supervise the regular collection of data to monitor and evaluate the level of direct enrollment of OOSC generated under the project, and the targeting of this enrollment on vulnerable communities in question, including but not limited to religious and gendered minorities.
8. Plan and manage the conduct of surveys and studies, to assess the impact of project investments on and targeted education response
9. Design and manage the conducting of special studies of the economic and social impacts as required, including preparation of terms of references.
10. Carry out the analysis of the data collected.
11. Prepare a reporting schedule that facilitates the progressive assessment of the project's development objectives; and
12. Prepare the reports according to the approved schedule, reporting progress and any issues of concern.

**Preference will be given to candidates who exhibit the following:**

- Strong organizational skills and attention to detail required
- Motivation to learn and adapt in a fast-paced work environment.
- Ability to manage diverse activities and to meet deadlines required; flexibility to changing situations and priorities desired.
- Demonstrate an understanding of international development issues
- Demonstrate initiative and ability to work independently and as a member of a team to coordinate and/or lead the efforts to effectively meet project needs.
- Excellent communication skills.
- Excellent organizational skills and ability to manage multiple tasks at the same time
- Excellent command over Microsoft Word, Excel, PowerPoint .