



Terms of Reference

Field Support to On-going External M&E

Reporting to : Capacity building expert

Duty Station : Keenjhar

General Requirements:

- A well-proven personal commitment to nature conservation;
- All staff should have an aptitude for team work; a willingness to work in harsh conditions and physical fitness to work for extended periods in a challenging physical and social environment, All staff must have good report-writing skills (in English) and excellent computer literacy.
- Working knowledge of Sindhi language preferred
- Maximum age limit 40 years

Qualification & Experience:

- At least Masters degree in natural sciences, forestry, fisheries or relevant discipline
- Minimum 5 years working experience in a relevant field

Specific Responsibilities:

- Responsible to provide facilitation in on-going external M&E for site specific IECLP outputs;
- Provide assistance for field planning and administrative matters of the Project and Information Centers
- Prepare site specific work-plans in accordance with the IECLP outputs in consultation with the supervisor and external monitor;
- Provide support to the programme office for implementation of interventions, monitoring and evaluation of the programme;
- Maintain formal links between local partners and project communities;
- Prepare a list of identified villages, conduct social mapping, conduct tool testing and facilitate external M&E consultant in monitoring;
- Identification of existing and formation of new female groups
- Assist consultant for selection of beneficiaries for Fisher Sustainability Schools;
- Prepare quality periodic technical and progress reports
- Identification of beneficiaries (female and youth) for bakeries and recycling activities
- Provide market information and facilitate in development of market linkages
- Facilitate external and internal audits
- Promote visibility of the programme at field level and facilitate external monitoring;
- Perform any other task assigned by the supervisor