

GLOBAL SOUTH TALENT POOL

Terms of Reference Resilience Knowledge Coalition

Position	Monitoring, Evaluation and Learning (MEL) officer
Duration	Full time - 7 months
Expected Start date	Negotiable (May - July) 2023

Compensation : USD 1500 per month

INTRODUCTION

The [Resilience Knowledge Coalition](#) is hosted by the Global Resilience Partnership (GRP) and co-led by the [Climate Development Knowledge Network](#) (CDKN) and the [International Centre for Climate Change and Development](#) (ICCCAD). Our purpose is: *Getting the best knowledge and practice on resilience used to shape policies, plans and investments to deliver a resilient future.*

The Global Resilience Partnership (GRP) is a diverse partnership of more than 65 organisations joining forces to build a resilient future where vulnerable people and places are able to thrive in the face of shocks, uncertainty and change. GRP believes that resilience underpins sustainable development in an increasingly unpredictable world. For more information on GRP, click [here](#).

ROLES AND RESPONSIBILITIES

GRP is hiring a MEL Officer who will work as part of the GRP Secretariat. The GRP Secretariat is a small, diverse international team that convenes and catalyses actions by the Partners. The intern will be home-based. This internship position will support GRP's overall Monitoring, Evaluation and Learning (MEL) work and report to the Head of Programmes and Strategic Learning Lead at GRP.

The responsibilities of the MEL officer are listed below. This is not an exhaustive list and some tasks may change depending on need:

1. Supporting with GRP MEL reports and indicator reporting
2. Grantee and partner MEL support through virtual MEL desk and webinars
3. Curating and reviewing content on the [Resilience Platform](#)
4. Support in the curation of resilience resources, tools, events and knowledge products
5. Support with event management coordination and logistics
6. Any other tasks that the team may assign

ASSESSMENT

The candidate will be assessed on the following:

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1. The candidate should have completed a degree in a relevant discipline with 3-5 years of experience and be younger than 35.
2. The candidate should be a national of a country eligible for Official Development Assistance as defined by the OECD-DAC.¹
3. Experience with online knowledge brokering platforms and/or mobile data collection.
4. Experience of working with and reporting to different funders and donors from the international development field and ideally with USAID funded programs.
5. The candidate should have a personal laptop and an internet connection. The candidate will be paid 50 USD (included in the remuneration) as a compensation for using their own laptop and internet connection.
6. Adaptive, independent and works well as part of a multi-disciplinary, dispersed and fast-paced team.
7. Interest in and understanding of resilience and international development cooperation.
8. Excellent ability to express themselves in English. Additional languages will be an asset.

TERMS OF EMPLOYMENT

The period of employment will be for **7 months**, with a one-month probation period. This is a full-time position aimed at gaining professional working experience. This opportunity is **not** aimed at or suitable for students seeking to complete a research project as part of their course work. Up to 1 day in a week can be spent on capacity development (training, research, events). No funding will be provided for these capacity building activities.

The proposed compensation is **USD 1500 per month**. Other benefits include access to virtual spaces for collaboration, a certificate of completion as well as networking opportunities and alumni groups. The candidate should have a personal laptop and an internet connection, as this will **not** be provided. The candidate will be paid 50 USD (included in the remuneration) as a compensation for using their own laptop and internet connection.

No travel is foreseen for this activity. Interns may be sponsored to attend events virtually where relevant (e.g., CBA). The only exception is where travel fits within specific responsibilities and additional funding is available to cover travel costs. There will be limited opportunities for continuing internally after the end of the assignment. References can be provided to prospective employers based on conduct. A certification letter will be provided on successful completion of the internship.

GRP strives to be a workplace free from discrimination and with equal opportunities for all.

LEAD CONTACT

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<https://www.oecd.org/dac/financing-sustainable-development/development-finance-standards/DAC-List-of-ODA-Recipients-for-reporting-2022-23-flows.pdf>



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For questions please contact Simone Verkaart (sverkaart@globalresiliencepartnership.org). The recruiting process will start from **31st March to 20th April 2023**. To apply, please upload your C.V. (2 pages MAX) and cover letter (1 page MAX) to this [google form](#). We look forward to receiving your application!