

CONSULTANCY ASSIGNMENT: EVALUATION OF OAFLA STRATEGIC PLAN

COMPETENCE: MONITORING & EVALUATION CONSULTANT

CLIENT: Organisation of African First Ladies against HIV/AIDS (OAFLA)

LOCATION: ADDIS ABABA, ETHIOPIA

DURATION: 5 MONTHS

BRIEF

The **Organisation of African First Ladies against HIV/AIDS (OAFLA)** based in Addis Ababa, Ethiopia intends to undertake Mid-Term evaluation for OAFLA Strategic Plan and invites interested consultants with the requisite qualification and experience to forward their applications to the following email addresses;

Email: azeb@oafla.org

Cc: nardos@oafla.org

DEADLINE FOR SUBMISSION OF APPLICATIONS: AUGUST 25, 2016

Annex 7

TERMS OF REFERENCE

Consultant: Monitoring and Evaluation Consultant

Location: Addis Ababa, Ethiopia

Duration of assignment: 5 months

Expected Start Date of Assignment: September 2016

Background Information

The current OAFLA Strategic Plan (2014-2018) was endorsed by the 13th Ordinary General Assembly in January 2014, in Addis Ababa. This plan is the third consecutive plan to guide the organizations activities and is an integral part of the former two Strategic Plans and derived from past experiences and lessons learned as well as good practices. The Strategic Plan (2014-2018) is designed to contribute primarily to the national efforts in reducing new HIV infections, maternal, neonatal and child deaths and reducing cervical cancer cases. Unlike the previous two Strategic Plans the current Strategic Plan has included activities to enhance the operational and program planning, implementation, monitoring and evaluation capacity in order to enhance organizational effectiveness and efficiency. The Strategic Plan has also been instrumental in guiding the permanent secretariat's operations to effectively coordinate, network and mobilize resources. The Strategic Plan further enhances the secretariat's competency in providing technical assistance to members as appropriate.

Requested services

The consultancy aims at evaluating the mid-term activities of the OAFLA members according the approved indicators. The consultant will review the M&E needs and use the already established M&E manual and indicators as a guide.

The Consultant is expected to:

1. Study the OAFLA Chapter reports since 2014 and juxtapose them against their relevant ministries of health reports in order to assess and quantify the OAFLA contribution to national efforts in the named areas of work.
2. Establish data collection and reporting forms for capturing quantitative and qualitative information.
4. Based on the relevant indicators listed, design baseline surveys to avoid collecting redundant information and for OAFLA Chapters who have not compiled reports yet have implemented activities.
5. Identify sources of verification for information received
6. Design simple means of registering information.
7. Design simple ways and means to store such information and the pathways for dissemination of that information.

8. Produce final report on mid-term evaluation for OAFLA member states and partners use. User friendly guide on areas which need improvement and clearly indicating goals achieved or close to being achieved.

Timing and Logistics

The consultant will be based in Addis Ababa and will work out of the OAFLA secretariat offices. Upon commencement the consultant shall produce a schedule of deliverables to ensure the full midterm review report is ready for presentation in December 2016.

Key Performance Indicators

- A) A midterm review report that sets out clear next steps and achievables by end 2018.
- B) Survey and questionnaire designed for collecting data easily

Required Competencies

A) Academic Qualifications:

- The expert must have a postgraduate degree in monitoring and evaluation or equivalent.

Technical Competencies and Experience Requirements:

B) Minimum requirements:

- She/he should have a minimum of five years' experience of working with government agencies and in development on the African continent
- At least five years experience in monitoring and evaluation, particularly in the area of health and other social issues
- Knowledge and experience in project cycle management and well versed in logical frameworks.
- She/he should be fluent in French and English.

C) Added benefits:

- From an active OAFLA member state
- Women encouraged to apply

To apply:

Email all relevant documents to

azeb@oafila.org and cc nardos@oafila.org

The deadline for applications is **25 August 2016**