

DIRECTOR, MONITORING, EVALUATION AND LEARNING

Reporting: Chief Executive Officer

Purpose: The Director, Monitoring, Evaluation and Learning is a key leadership role to ensure quality and impact of program implementation, compliance with donor regulations and efficient data management.

Location: New Delhi, India

ABOUT US

The India Child Protection Fund (ICPF) is a new social impact fund focussed on child protection. The mission of ICPF is to serve the child protection ecosystem by supporting grassroots action and activists, identifying and scaling out sustainable solutions, investing in bold innovation, leveraging technology, and promoting strategic and coordinated efforts at all levels. It is headquartered in New Delhi, India and shall invest in child protection initiatives in India, Nepal and Bangladesh.

The exploitation of children, particularly child trafficking, is a highly organized and complex crime which operates across state and national borders. In order to combat this crime, civil society's response needs to be more strategic, organised and sustainable, and backed by empirical evidence. ICPF is mobilizing regional philanthropies and international donors to funnel their resources into a strategic and holistic strategy aimed at solving the problem. Driven by activists and grassroots experience, ICPF shall fundamentally transform the donor-grantee ecosystem in the region. It shall create a level playing field for funding, define sector standards, build capacities, promote greater collaboration and enable bold, data-driven approaches and innovations.

PURPOSE

The Director, Monitoring, Evaluation & Learning shall lead the team responsible for three streams of work:

1. Monitoring and Evaluation of ICPF funded programs, and sharing learnings with implementation teams through feedback loops
2. Ensuring compliance in program implementation and reporting for ICPF funded programs to ICPF regulations and ICPF donor regulations, if applicable
3. Management of data from ICPF funded programs and from ICPF partners

KEY RESPONSIBILITIES

The Director Monitoring, Evaluation & Learning shall have the skills and experience to deliver on Key Performance Indicators (KPIs) in the following areas:

1. Strategic Planning and Implementation

- Develop a robust Monitoring, Evaluation and Learning (MEL) framework and accompanying tools in alignment with ICPF-defined sector standards and funding priorities
- Ensure capacity building and training of program and MEL team on the ICPF MEL Framework and tools
- Ensure monitoring and evaluation of all ICPF funded programs, in alignment with the MEL framework and the approved proposal and budget

- Provide learnings, feedback and suggestions for improvement on program implementation to the ICPF Program Support teams and partners.
- Ensure management of incoming data for quality, consistency and meaningfulness
- Ensure compliance in program implementation and reporting for ICPF funded programs to ICPF regulations and ICPF donor regulations, if applicable
- Set up and manage systems and processes to get timely data and reports; and to identify and address gaps and delays promptly
- Ensure regular program performance review meetings /calls to maintain clear communication and ensure implementation of corrective measures
- Identify and maintain relationships with key Monitoring and Evaluation organisations for independent evaluation of programs
- Conduct annual review of the ICPF MEL framework and processes to ensure that it is relevant, pragmatic and aligned to ICPF's Annual Action Plan and larger mission
- Provide monthly direct reports to the CEO and the Board on progress, challenges and suggestions to improve the MEL process

2. Leadership and Organisation Development

- Lead by example and ensure that ICPF's organisation culture and the behavior and decisions of its associates are aligned to serving the child protection system and solving the problem
- Ensure a shared understanding of organisation values, the team's strategic priorities and where the team fits into the larger mission of ICPF, as per the internal communications strategy.
- Build a strong, passionate, motivated and competent team which receive the guidance, professional development opportunities, support and resources to perform their roles with efficiency
- Conduct quarterly and annual appraisals of the MEL team to ensure that KPIs of team members are monitored and achieved, and timely corrective action is taken where needed such that the mission of ICPF is always on track
- Ensure that the MEL team remains abreast with the latest trends, developments and tools in MEL in the child protection and allied sectors
- Represent the mission, vision and strategies of ICPF on relevant external platforms in a coherent, accurate and strategic manner

3. Governance

- Ensure compliance of the team with board-approved internal policies and governance framework
- Participate in the development of the strategic ICPF Annual Action Plans
- Participate in overall governance of the organisation as part of the Management Committee

REQUIREMENTS

- Postgraduate degree or higher in a relevant domain
- 10+ years relevant work experience in Monitoring, Evaluation and Learning or other relevant roles
- Fluency in English and Hindi, spoken and written. Fluency in an additional regional Indian language is an advantage
- Strong communication skills, written and verbal

- Strong knowledge of MEL frameworks, data management, reporting tools and MIS software
- Excellent data analysis skills
- An eye for detail and precision
- Problem-solving and analytical capabilities, with the ability to develop creative and simple solutions for challenging problems
- Values-alignment with ICPF and a passion to solve problems of child protection
- Team management skills
- Strong computer and digital literacy including advanced use of MS Office