

JOB TITLE : Programme Policy Officer (M&E/VAM)

LOCATION: Tindouf

CONTRACT TYPE : Fixed-Term

Level : NOB

UNIT/DIVISION : M&E/VAM

DURATION : 12 months renewable

WFP has been assisting Sahrawi Refugees in Algeria since the mid-1980s. Currently, WFP provides in-kind assistance to the refugees as its biggest activity, as well as school meal, nutrition management and prevention and livelihood and livelihood projects. These activities are thoroughly monitored by the Research, Assessment and Monitoring (RAM) unit who plays a critical role in generating timely, reliable, and actionable evidence to inform programme design, targeting, implementation, monitoring, and reporting across all WFP interventions.

This position is based in Tindouf and reports to the Deputy Country Director.

KEY ACCOUNTABILITIES (not all-inclusive, within delegated authority):

For VAM function:

- Contribute to the development of VAM projects and activities, plans and processes, ensuring alignment with wider WFP policies and guidance.
- Support the development of systems and tools for the monitoring and assessment of food assistance needs in line with innovative methodologies and best practice.
- Support the development of food security and vulnerability analysis and the preparation of timely reports on food assessment needs in line with wider VAM policies, processes and guidance to enable effective decision-making on the development of country strategy, policies and programmes.
- Provide assistance on the coordination of data gathering and monitoring systems ensuring that rigorous quality standards are maintained.
- Liaise with implementing partners (internal and external) to monitor ongoing projects, ensuring effective collaboration, timeliness and efficiency and highlight potential risks to project delivery.
- Support the capacity building of WFP staff, partners and national government to conduct vulnerability analysis to effectively inform preparedness and response activities.
- Ensure the implementation of evidence-based targeting approaches across CSP activities, including managing assessment and targeting exercises, co-facilitating the targeting working group, ensuring local adoption of the Targeting Assurance Framework, and documenting respective processes and decisions.

- Provide support to relevant partners that are focusing on food security and nutrition issues to enable sharing of experience, lessons learned and best practice.

For Monitoring and Evaluation:

- Provide inputs to the **development of Monitoring, Review and Evaluation** plans that will provide the most relevant and strategic information toward achieving expected results (as set out in the Country Strategic Plan (CSP) and other global and regional plans), while being compliant with WFP evaluation and monitoring requirements.
- **Budget for M&E costs** and advocate through line manager for both appropriate financial and human resourcing.
- Provide feedback on the formulation of the Regional Monitoring and Evaluation Strategies and support their operationalization.
- Contribute to evidence-based decision-making on programme design and implementation, notably through making monitoring, review and evaluations findings accessible, developing innovative, user-friendly and informative products.
- Support WFP Management in addressing recommendations from monitoring, reviews and evaluations to ensure that follow-up actions are taken as required.
- Contribute to **building M&E capacity of WFP staff and partners** through training and information sharing. Manage junior staff members and guide as required to enable high performance.
- Provide inputs to line manager regarding the **development and implementation of inter-agency monitoring**, reporting and evaluation frameworks, including Sahrawi Refugee Response Plan (SRRP) and other inter-agency monitoring activities.
- Take responsibility for **integrating cross-cutting issues such protection and gender perspectives** in all areas of work, to ensure safety and equal participation of women and men.

Specific to the monitoring function:

- At Country Strategic Plan (CSP) design stage, support the Head of Programme in developing a **Theory of Change** outlining how the expected results are likely to occur and listing key assumptions and risks.
- Support line manager in ensuring that CO monitoring systems and tools are in place and compliant with corporate standards including the minimum monitoring requirements (MMR), standard operational procedures (SOP) and establishment of baselines and targets in alignment with the updated corporate results framework (CRF).

- Ensure regular dissemination of distribution data and distribution reports to management and global HQ
- Establish and maintain partnership for Third party monitoring when needed and ensure the capacity of the TPM by providing the necessary training.
- Support mid-term reviews, thematic reviews and Evaluations which are intended for learning, strategic and operational decision-making.
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- Guide and supervise more junior staff, acting as a point of referral and supporting them with analysis and queries.
- Act in an assigned emergency response capacity as required to meet emergency food assistance needs.
- Lead on the implementation of the Minimum Monitoring Requirements including planning and implementing the required assessments and annual AME budgets
- Other as required.

QUALIFICATIONS AND EXPERIENCE

Education: Advanced University degree in one of the following fields: social sciences, statistics, development economics, epidemiology, performance management, monitoring and evaluation or other related fields, or First University degree with additional years of relevant work experience and/or training/courses.

Experience:

- Minimum of three years of professional work experience in areas directly related to food security analysis, monitoring and/or evaluation, including demonstrated, strong proficiency using a variety of quantitative and qualitative analytical tools and methods for food security analysis and monitoring.
- Developed practical expertise in food security analysis and mapping by participating in multiple assessments in countries, including the design, data collection and analysis.
- Experience in managing teams across diverse contexts and to achieve results.
- Experience in working in international development or humanitarian sector is preferable but not essential.

Knowledge & Skills: The post requires strong technical skills on monitoring methods, data analysis skills. Professional SPSS skills is mandatory, knowledge of other statistical packages and software (STATA, SAS, R, Python, Tableau, etc..) is desirable; facilitation and teaching skills to run training; excellent writing and communication skills.

Language: Fluency (level C) in English; intermediate knowledge (level B) of second UN language, e.g. French and Arabic;