



## Consultancy Announcement

### End of Project (EoP) Review – LEL Project in Koh Kong

CARE is an international development organisation fighting global poverty with a special focus on working with women and girls to bring sustainable changes to their communities.

CARE founded in 1945, today CARE works in 95 countries around the globe. In 2015 CARE supported 890 poverty-fighting development and humanitarian aid projects to reach more than 65 million people. We work with partners to achieve lasting results for marginalised communities.

CARE is seeking one qualified national candidate to fill the position of **End of Project Review**, based in upon negotiation.

#### I. PURPOSE OF THE JOB:

To conduct the external review for the CARE Local Economic Leadership for Marginalised Rural Women Project (LEL). This will include undertaking a desk review, chairing a reflections workshop and a drafting full evaluation report. The purpose of the external review is to gather and analyze information to gain insights into the contribution of the various project strategies for women and other key stakeholders in the project locations. This expected to contribute to future programming to be undertaken by CARE.

The key users of the evaluation are: CARE Staff, DFAT and other NGOs working in rural economic livelihoods in Cambodia.

#### II. RESPONSIBILITY:

The major responsibilities will be varied and will include:

- Review relevant project documentation:
  - Baseline and Annual project monitoring data
  - Project routine monitoring data
  - Pilot Safe migration assessment report
  - Pilot Community Accountability of Livelihoods report
  - Gendered market analysis and value chain report
  - Pilot of result monitoring report
  - Midterm evaluation
  - Annual project reports and Annual Plans
- Develop a inception report (including research tools and agenda for reflections workshop);
- Compile and analyze data (disaggregated by sex, age and disability as well as by location) collected against the outcomes and targets, and key evaluation questions; including investigating overlap of participants among key activities e.g. farmer interest groups, VSLA groups, etc;
- Identify lessons learned and practices that facilitated reaching (or were barriers to reaching) targets and achievement of outcomes, to be discussed and reviewed through the reflections workshop;
- Conduct and chair a reflection workshop in Koh Kong to:
  - provide a short high-level summary of project achievements/lessons learnt to date
  - verify information and data captured through the document and data review

- collect new information/data to answer the KEQ

Reflection workshop participants will be LEL project team and other stakeholders, such as: project participants, other CARE Cambodia staff, Government partner staff, other agricultural NGOs and local authorities (such as Village Chiefs);

- Compile an end of project review report; and
- Compile a 2-page fact-sheet of the report, summarising key messages.

All materials produced should adhere to CARE brand guidelines.

### III. SELECTION CRITERIA:

#### **Required:**

- A masters degree in social science or other relevant field, or equivalent work experience
- Advanced research experiences in designing and conducting baseline, endline, and other evaluations using both quantitative and qualitative methods
- Excellent report writing skills (in English)
- Excellent language proficiency in English and Khmer (or collaboration with a Khmer/English translator supplied by the consultant)

#### **Desirable:**

- Knowledge and experience working in all or any of the following areas:
  - Gender relations in Cambodia
  - Livelihoods, agriculture or economic development in rural Cambodia

### IV. APPLICATION INFORMATION:

Interested applicants should submit their CV and a proposal, including budget and provide at least 2-3 samples of similar previous work which show their writing style and experience with evaluations attached with proposal to [khm.jobs@careint.org](mailto:khm.jobs@careint.org). A detailed Terms of Reference is available at [www.care-cambodia.org](http://www.care-cambodia.org) or [www.bongthom.com](http://www.bongthom.com) Applicants will be reviewed on a rolling basis with a deadline of **8<sup>th</sup> May 2017**. Only shortlisted applicants will be contacted. Submitted documents will not be returned. Applicant no needs to copy to any CARE staff when they apply or send email. CARE is an equal opportunity employer committed to a diverse workforce. Women, ethnic minorities and people with disabilities are encouraged to apply for all CARE Cambodia positions and will be strongly considered regardless of the requirements of the position.

CARE Cambodia is committed to protecting the rights of children. CARE Cambodia reserves the right to conduct screening procedures to ensure a child safe environment.