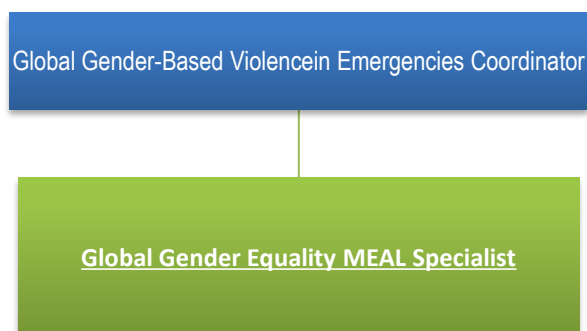


<b>Position Name (Title) :</b>	<b><u>Global Gender Equality MEAL Specialist</u></b>	<b>Position Level:</b>	Grade 11
<b>Reporting to (Title) :</b>	Global Gender-Based Violence in Emergencies Coordinator	<b>No. of Direct Reporters:</b>	0
<b>Version:</b>		<b>Sector /Department/Section :</b>	Global GBViE Coordination UNIT

### Position Reporting Lines



### Main Job Purpose

Oversee the global CARE International Monitoring, Evaluation, Accountability and Learning (M&E) System of the Gender-Based Violence and Women Voice & Leadership (WVL) Program Areas and lead relevant tools & guidance, research, analysis and support documentation reporting.

### Objectives

- Lead CARE's global GBViE and WVL impact measurement and learning (including setting the learning agenda) across the CARE confederation, in alignment with Vision2030.
- Lead the GBViE and WVL program areas global theory of change, indicators, analyses and reporting
- Support CARE's GBViE and WVL MEAL systems and quality data validation and analysis
- Provide technical assistance to programs and projects with technical guidance, tools and trainings on MEAL for GBViE and WVL

### Accountabilities

#### Learning and Technical Guidance

- Conduct assessments and analyses of CARE GBViE and WVL MEAL capacities on output monitoring, reach/impact data and data visualization and support the GBViE and WVL Coordinators to develop capacity building plan/MEAL Guidance for each sub-impact area.

- Support the development of training modules and materials for colleagues and partners who will be involved in the collection, interpretation, and analysis of the overall project / initiative indicators so that they can collect and use data correctly.
- Maintain regular updates against and collaboration in line with the learning agenda.
- Support the GEIAS team in identifying and supporting stronger integration.
- Support the convening of regular learning events.
- Help keep up to date internal (CARE Shares) and external CARE websites and knowledge management systems for GBViE and WVL with clearly structured data, learning tools, products and reflection products.
- Liaise with global, regional, country office colleagues and relevant communities of practice together with the GBViE and WVL Leads, and produce relevant learning products
- Participate, contribute to, and where necessary convene, global and regional MEAL learning events and reflections related to the the GBViE and WVL priority areas.

### **Systems, Metrics, and Reporting**

- Become proficient in CARE's MEAL systems to respond to requests for data from GEIAS team members quickly and accurately.
- Support the review, strengthening and operationalizing of GBViE and WVL indicators and the development of necessary data collection tools and supplementary indicators to improve the quality of data.
- Validate data, follow up with country focal points for CARE International's global data entry and analysis systems and respective project staff on enquiries regarding REACH (participation) and IMPACT reporting during the assigned period.
- Ensure that information is of good quality, verifiable, and regularly collected, analyzed, and shared within CARE as well as among stakeholders.
- Coordinate the development of reporting templates and monitoring tools that facilitate the gathering, organization, analysis, and interpretation,
- Support data sense-making processes to ensure high quality analysis.
- Review MEAL inputs for and draft final learning briefs including "Impact Reports", "Impact briefs" representative of all incoming MEAL data from PIIRS for different stakeholders internally and externally.
- Develop "Learning Behind the Numbers" reports for GBViE and WVL, covering the key trends observed and reflecting on how/why might this trend be happening showing quantitative evidence for/against specific hypotheses or illustrative examples from learning briefs.

### **Position Relationship with Other Parties**

<u>Internal Relationship</u>	<u>External Relationship</u>
<ul style="list-style-type: none"> <li>• Assistance Executive Director - Program Quality</li> <li>• MEAL Director</li> <li>• Global, regional and country office teams working on gender equality, GBViE and humanitarian assistance (including MEAL)</li> </ul>	<ul style="list-style-type: none"> <li>• Donors</li> <li>• GBV survivors and at-risk populations</li> </ul>

### **Working Environment**

The position follows the normal working environment of the organization.

Indoor: 75 %

Outdoor: 25 %  
 Working Hazard: No  
 Working Days per week: 5 days  
 Days Off per week: 2 days  
 Working Hours: 8 Hours

## Position Dimensions

POSITION DIMENSION	
Level of Authority (the position keeps track of the expenditure to ensure that there is no overspending)	Execute Assigned Duties
Budget Control	Make Expenditure on a Predefined Budget
Budget Amount	No Budget Control
Hiring Authority & Promotion	Does not Coach New Employees
	Does Not Supervise Employees
	Does not Participate in the Promotion Cycle
	Does not Approve Hiring New Employees
Consequence of Error	Impact Own Department

## Job Requirements

<b>Education:</b>	BA/BSc or MA/MSc in social/political science or relevant degree with experience in MEAL, and documentation/reporting
<b>Experience:</b>	<ul style="list-style-type: none"> <li>At least 5 years' experience in development and/or humanitarian MEAL, knowledge management, and program quality.</li> <li>Strong analytical skills, capacity, and ability to communicate complex data simply and clearly.</li> <li>Ability to multitask and have flexibility in working hours as this role will require meetings across multiple time zones.</li> <li>Experience working remotely in diverse global teams and in a fast-changing environment and excellent communication and inter-personal skills.</li> <li>Proven ability in effective information sharing and communication – a networker with a passion to learn from others and share.</li> </ul>

	<ul style="list-style-type: none"> <li>• Well networked and aware of global thought leadership on MEAL, gender and GBV.</li> <li>• Excellent organizational skills and ability to work independently, manage time and execute tasks.</li> </ul>
<b>Computer Skills</b>	<p>MS Office, Data visualisation and Power BI Statistical software, Online open source data collection and analysis software like KoBo, Dhis_2, other are an asset.</p>
<b>Languages:</b>	<ul style="list-style-type: none"> <li>• English (Proficient: speaking, writing and reading)</li> <li>• Arabic (Proficient : speaking , writing and reading )</li> <li>• Fluency in French or Spanish will be an advantage.</li> </ul>