

**AFRICAN DEVELOPMENT BANK
VACANCY NOTICE N°ADB/11/194**

Position title: CHIEF EVALUATION OFFICER	Grade: PL3	Position N°:	Closing Date: 25 DECEMBER 2011
Department/Division: OPERATIONS EVALUATION (OPEV) / HIGH LEVEL EVALUATIONS (OPEV.2)		Supervisor's Name & Title: Division Manager, OPEV.2	
<p>Objectives: The African Development Bank (AfDB) is a leading development institution in the continent, focused on promoting economic development and poverty reduction. It engages with the full range and complexity of development challenges in Africa. Core operational priorities include infrastructure, governance, regional integration, and engagement with fragile states.</p> <p>Duties and Responsibilities: The Chief Evaluation Officer reports to the Division Manager of OPEV.2. S/he will:</p> <p>1. Lead/Conduct and manage high level evaluations that are impartial, independent, credible and meet professional standards and ensure that evaluations are used to address strategic issues.</p> <ul style="list-style-type: none"> • Plan and carry out high level evaluations of the Bank's policies, strategies and cross-cutting themes, ensuring that such evaluations meet relevant good practices and evaluation standards. • During the evaluation process, engage with key stakeholders in the Bank's management and staff, both at headquarter and field office levels. • Plan and manage utilization of human and financial resources allocated to each evaluation, and monitor and report on the use of resources, giving due attention to efficiency and economy. • Plan, lead and supervise professional evaluation teams (including both staff and consultants) and give due attention to diversity and gender equality in the composition of the evaluation team. • Select and supervise evaluation consultants, ensuring that reports and other products are delivered on time and meet professional standards. • Ensure that evaluations take into account cross cutting issues including gender equality and environmental, as well as principles of the Paris Declaration or any other relevant commitment made by the Bank. • Prepare clear and well written evaluation reports to the standard required by the Bank's Committee on Operations and Development Effectiveness (CODE), concisely presenting evaluation findings, lessons, conclusions and recommendations. • Carry out peer review to ensure that evaluations conducted by other OPEV staff meet high professional evaluation standards. <p>2. Promote the evaluation function in the Bank and in Regional Member Countries (RMCs) and disseminate results from evaluations.</p> <ul style="list-style-type: none"> • Ensure effective and targeted communication of evaluation findings, lessons, conclusions and recommendations to the relevant stakeholders. • Prepare evaluation summaries and presentations for wide communication of evaluation results. • Represent OPEV in the relevant fora within the Bank so that relevant and useful evaluation lessons are reflected in policies and strategies. • Represent OPEV in relevant conferences, workshops, seminars, etc. in RMCs or at regional or international level, to share and disseminate evaluation results. • Arrange/contribute to evaluation training and evaluation capacity building in the Bank and in RMCs, including preparation of suitable training material. • Contribute to discussions and exchanges in OPEV and in the Bank on good practices and methods in evaluation. <p>3. Effectively contribute to management of human and financial resources in OPEV</p> <ul style="list-style-type: none"> • Assist the Division Manager and senior management team in developing OPEV's work programme and managing OPEV's human and financial resources, including coaching of other staff. • Contribute to the supervision and coaching of other members of OPEV team to facilitate dissemination of experience and good practices in evaluation. <p>4. Contribute to cooperation in development evaluation</p> <ul style="list-style-type: none"> • Contribute to the review and development of policies, guidance, procedures and tools related to high-level evaluations. • Cooperate with evaluation units in other MDBs and development agencies, and with professional evaluation bodies, with a view to promoting effective collaboration in high level evaluations. <p>Selection Criteria:</p> <ul style="list-style-type: none"> • At least a Masters degree in economics, social sciences or other relevant discipline; • A minimum of seven (07) years' experience with broad knowledge and experience in evaluation approaches and methods. <p>General Competencies: The work demands intellectual leadership and ability to apply evaluation knowledge and methods to broader operational policies and strategies. The Evaluation Expert must in particular be able to demonstrate:</p> <ul style="list-style-type: none"> • A good knowledge of evaluation techniques and quantitative and qualitative methods. • Ability to carry out high level evaluations, including capability to analyze rigorously existing evidence and to form independent judgment on complex issues. • Ability to work under stress due to multiple, simultaneous and shifting demands, priorities and deadlines, heavy workloads; and undertaking of frequent travel. • Sensitivity and diplomatic skills to handle sensitive issues effectively and successfully manage difficult discussions with staff and stakeholders. • Ability to operate effectively in a matrix management environment, both as team leader and team member, and a commitment to teamwork. • Ability to build and have effective working relations and professional networks with clients and colleagues in a multi-cultural environment and to manage diversity constructively. • Leadership skills (with regard to staff, evaluations studies, missions, and other evaluation activities). • Integrity and honesty in relationship with all stakeholders. • Highly developed communication skills, orally and in writing, in English and/or French with a working knowledge of the other to explain and defend difficult issues and positions to senior Bank management, Board members, government officials, etc. • Competence in the use of Bank standard software (Word, Excel and PowerPoint); Ability to use SAP will be an asset. 			
Submitted by: Mohamed Mahdi Youssouf, Division Manager, CHRM.1			Date:
Approved by: Gemina ARCHER-DAVIES, Director CHRM			Date:

Only applicants who fully meet the Bank's requirements and are being considered for interview will be contacted. Applicants will only be considered if they submit an online application, and attach a comprehensive Curriculum Vitae (CV). The President, AfDB, reserves the right to appoint a candidate at a lower level. **The African Development Bank is an equal opportunities employer and female candidates are strongly encouraged to apply:** www.afdb.org/jobs