



12 English Business Park, English Close,  
Hove, BN3 7ET United Kingdom

Tel: +44 (0)1273 765250  
Fax: +44 (0)1273 765251  
Email: [mail@itad.com](mailto:mail@itad.com)  
[www.itad.com](http://www.itad.com)

**Contract Type:** Consultant contract for services

**Project:** Ghana Coastal Foundation

**Title:** Monitoring and Evaluation Manager

**Scope of work:** Itad is looking for a highly experienced Monitoring and Evaluation (M&E) expert to join the team managing this 5-year initiative to promote CSR spending in prioritised sectors to build trusted relationships and deliver jobs and incomes for communities vulnerable to change in the oil-producing Western region.

The position is available immediately and will be full time. It is based in Sekondi-Takoradi in Ghana's Western Region.

**Specific Tasks:** You will be responsible for leading the design and management of an M&E system for the Foundation that is functional and effective. The M&E system will be designed to provide managers and stakeholders with an overall view of the Foundation's progress toward its objectives and be used as a basis for drawing lessons on what is working effectively and where change in programme design or delivery is required.

Initial responsibilities will include leading a review of the programme logframe and theory of change, developing an M&E strategy and results reporting system, and managing baseline research.

You will be supported by a team of Itad M&E advisors.

**Terms and Conditions:**

A subcontract will be agreed with the Consultant before commencement of the work. The subcontract will detail the terms and conditions of the service. Initially a year contract - renewable dependant on performance.

**Location:**

Sekondi-Takoradi in Ghana's Western Region.

Candidates should have the ability to obtain or possess the right to live and work in Ghana. Candidates should also have significant experience of the regional political economy and demonstrated experience of leading M&E in the region.

**Person specification:**

Candidates should offer the following skills and expertise:



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Gloucester House, 66 Church Walk, Burgess Hill, West Sussex, RH15 9AS  
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- A postgraduate degree in economics, political science, international development, business management, or other relevant field
- A minimum of 5/10 years work experience in monitoring and evaluation of development programmes
- Strong written and spoken English
- Excellent communication, inter-personal, and team-working skills
- Excellent IT skills including Microsoft Word, Excel, and PowerPoint

Interested candidates should send their CV and covering letter explaining their relevant experience to Alice Parsons (alice.parsons@itad.com) by 12<sup>th</sup> January 2015.

**Background:**

The Coastal Foundation is a catalytic programme about effective use of Corporate Social Responsibility funds for development, conflict-prevention and growth in Ghana's oil-producing Western Region. The main feature is a structured dialogue mechanism which brings together civil society, the private sector, regional and local governments. Through an innovative community dialogue structure, ideas, suggestions and concerns from all of the region's concerned residents (364,000) will be channelled regularly to the Foundation dialogue forum.

The Foundation has three core objectives: First to manage the dialogue forum. Second, to discuss and influence development priorities for the Western Region, including how best Oil and Gas companies' Corporate Social Responsibility funds can contribute to stable and inclusive development of the region. Third, the Foundation will have resources to explore options for adding value to new or already existing initiatives in the region in areas such as private sector development, education and skills training and livelihoods.

The Foundation will also develop a strategy to open up new markets to coastal communities, and improve education and skills training opportunities to ensure that young people are provided with enhanced employment opportunities in the future. Both of these strategies will be supported through grants to private sector or NGO delivery agencies, or through local government.