

## Monitoring, Evaluation, and Learning (MEL) Consultant

Shelter For Life International (SFL) is seeking an experienced Monitoring, Evaluation, and Learning (MEL) consultant to develop methodologies for monitoring and evaluation of field projects, help guide project implementation with attention to objectives, indicators, and results, and practice an adaptive learning approach to continually assess project progress, analyzing program impact and informing project management decision-making.

### Primary Responsibilities:

The roles and responsibilities of the MEL consultant will include but not be limited to the following activities:

- Ensuring accountability and compliance, the consultant will draw on existing SFL and donor MEL guidelines to develop MEL plans for projects and monitor field project performance while maintaining standardization of MEL policies, procedures, and internal controls
- Develop MEL standards and guide their usage in the field using qualitative and quantitative evaluation methods while liaising with field and headquarter leadership
- Identify key indicators and develop data collection methodologies, oversee project M&E staff's key data collection and reporting to accurately measure project progress against objectives
- Supervise regular spot checks by field staff on project activities, document beneficiary feedback, and lead evaluation of findings
- Evaluate and share lessons learned with program leadership and the operations team, maintaining an adaptive management approach leading to better field practice
- Compose periodic MEL reports as required by donor policies and SFL leadership

### Required Qualifications:

The consultant must possess and will be selected based on the following criteria:

- At least six years' experience in M&E or MEL positions for international development programs, including data collection and analysis activities
- Master's degree preferred in M&E, MEL, international development, or related field
- Project cycle knowledge, and strong understanding of quantitative and qualitative data collection and analysis
- Working knowledge of Evaluation Practice and Theory of Change and their use in development programs
- Thorough knowledge of M&E policies and practices as used by foreign aid and development organizations
- Familiarity with USDA's Foreign Agricultural Service (FAS) and/or USAID programs' M&E requirements is preferred
- Proven track record managing technical and support staff
- Experience with program evaluation in foreign development project settings
- Excellent interpersonal skills and cross-cultural sensitivity
- Good communication skills, including excellent writing ability in English

SFL is interested in applicants whose professional ethics, values and determination to achieve impact are evident and aligned with organizational priorities.

The consultant may work remotely, with regular communication with contacts at the SFL Headquarters office in Minnetonka, MN.

### To Apply:

Please send your CV/resume and cover letter to [info@shelter.org](mailto:info@shelter.org) with the subject line: “**Consultant – Monitoring, Evaluation, and Learning**”. Applications must be in English. Please include your name in the title of all attached documents. In your CV/resume, the work experience should be presented chronologically and should contain sufficient details to enable the review team to evaluate your qualifications and experience. The CV/resume should include the name, telephone number, and email of at least two professional references who do not work for the applicant's current employer.

### About Shelter For Life International:

SFL is a Christian Relief and Development organization providing humanitarian assistance to post-conflict countries for over nearly 40 years. SFL is currently operational in several countries in Africa and Asia. Our Headquarters is located in Minnetonka, MN. SFL provides support and assistance in the following areas:

1. Shelter and Settlement
2. Public Infrastructure Reconstruction
3. Social and Economic Development

SFL’s mission is to Demonstrate God’s love by enabling people affected by conflict and disaster to restore their lives and rebuild their communities. You can learn more about us at [www.shelter.org](http://www.shelter.org).