



## **MONITORING AND EVALUATION SPECIALIST**

### **COMMUNITY RENEWAL PROGRAMME (CRP) SECRETARIAT**

#### **Background**

The Planning Institute of Jamaica is spearheading a collaborative process towards community renewal that will result in long-term stability, well-being and inclusiveness among and within violent and vulnerable communities in a manner consistent with the goals of Vision 2030. To this end, a Community Renewal Programme (CRP) has been developed and is being implemented in collaboration with Government Ministries, Departments and Agencies, communities, civil society and International Development Partners (IDPs).

The CRP now requires the expertise of a Monitoring and Evaluation (M&E) Specialist to execute the M&E component of the programme and ensure its ongoing alignment with its stated objectives, Vision 2030 Jamaica and the work of its partners.

#### **Main Responsibilities**

1. Execute the Monitoring and Evaluation framework of the CRP inclusive of ensuring the collection of data and the populating and further development of the indicator tables under the framework.
2. Lead the preparation of monthly, annual and periodic progress reports to monitor the implementation of the CRP.
3. Identify necessary baseline data to be collected for the CRP in targeted communities prior to CRP intervention
4. Report on progress and effectiveness of outputs of programmes being implemented under the CRP (e.g. number of beneficiaries reached, quality of infrastructure and value for money).
5. Ensure the maintenance and application of the Community Development Index and the index of readiness of communities for agency intervention (Community Readiness Assessment Tool -CRAT).
6. Ensure the updating of the CRPs Volatility and Vulnerability Index as may be required.

#### **Qualifications and Experience**

A graduate degree or commensurate experience in the social sciences or a relevant field, in monitoring and evaluation particularly in developing and executing M&E frameworks, statistics, and socio-economic research. A keen understanding of community development and crime prevention programmes in Jamaica. At minimum seven years' relevant working experience. Proficiency in the use of the Statistical Package for Social Scientists (SPSS) would also be advantageous.

Applications should be submitted no later than **July 15, 2022** to:

The Director, Human Resources  
Planning Institute of Jamaica  
16 Oxford Road  
Kingston 5  
Fax: 906-5011  
Email: [vacancies@pioj.gov.jm](mailto:vacancies@pioj.gov.jm)  
Website: [www.pioj.gov.jm](http://www.pioj.gov.jm)

**We thank you for your expressions of interest, however, only short listed applicants will be contacted.**