

SWISSAID is an international NGO that works in partnership with local development organizations, networks and communities in their initiatives in Civil Society Strengthening; Food Sovereignty and Sustainable Livelihoods; and Gender Equality and Women's Empowerment. We are currently working in Kachin State and Shan State.

Consultancy Announcement

Country Programme Evaluation – Civil Society Specialist

During May 2016 SWISSAID will undertake an evaluation of our country programme in Myanmar. The Myanmar country programme strategy includes 1) civil society support, 2) improving food security through ecological farming and natural resource management, 3) increased incomes of poor rural households, and 4) gender equality and women's empowerment.

The evaluation team will be led by an international consultant who has already been identified and is also responsible for the programme evaluations in other countries where SWISSAID works. We are seeking a Myanmar consultant with specific expertise in civil society support approaches to be part of the evaluation team.

1. Purpose of the Evaluation

The SWISSAID planning cycle foresees an external evaluation of each country program every five years. The findings, lessons learnt and recommendations will contribute to the elaboration of the subsequent five-year programme strategy both at global level and at country programme level. The new global strategy will be developed in 2016/17 and the new Myanmar country strategy in 2017.

The purpose of the evaluation is:

- a. To evaluate the performance of the SWISSAID country program in Myanmar, against its own stated objectives (country strategy 2013-2017) with a focus on results (Programme impacts).
- b. To assess whether the SWISSAID offices in Myanmar have the necessary frameworks, concepts and tools to implement the programmes.
- c. To assess whether upstream and downstream¹ approaches reinforce themselves within SWISSAID's interventions to maximise impact.
- d. To assess SWISSAID's current Results Based Management practice against best practices in the sector.
- e. To assess whether our partnership approach needs to be adapted in the light of:
 - 1) An increased programme and multi stakeholder orientation
 - 2) The complexity of the development issues at hand
- f. To formulate solid recommendations, that can feed into the Myanmar country strategy formulation process taking place in 2017 as well as into the SWISSAID global strategy formulation process in 2016/2017. Recommendations should include gender considerations.

2. Evaluation Scope

The scope of the evaluation will focus (1) on country results and (2) on delivery mechanisms. This assessment will be made against the Myanmar country programme's own stated objectives and will assess the programme along "generic" evaluation topics such as

¹ Up-stream and down-stream refers to the ability of a project to combine policy work (advocacy, policy influencing etc.) with grassroots interventions that are primarily focused on poverty alleviation for a limited number of beneficiaries.

effectiveness, efficiency, relevance and sustainability. Country results will be evaluated in light of their results chain and where possible assessed against established baselines and indicators.

Considering that the country programme will be evaluated before the ending of its current strategic programme period it is likely that country results may not be fully achieved. The evaluation will therefore indicate what progress towards results have been made and how likely it is that those will be achieved at the end of the country strategy period.

3. Methodology

The evaluation team will apply a mix of methods combining desk reviews, focus group discussions, key informant interviews and samples of quantitative data to triangulate information received and conclusions drawn. However, final decisions about the specific design and methods for the evaluation will emerge from consultations between SWISSAID staff in Myanmar, the evaluators, and key stakeholders during the inception phase of the evaluation.

4. Evaluation Products (Deliverables)

The evaluation team will be accountable for producing at a minimum:

- Evaluation inception meeting before going into the full-fledged data collection exercise. The evaluators' understanding of what is being evaluated and why, showing how each evaluation question will be answered by way of proposed methods, proposed sources of data and data collection procedures will be discussed at this meeting. The inception meeting decision should include a proposed schedule of tasks, activities and deliverables. The inception meeting provides the country team and the evaluators with an opportunity to verify that they share the same understanding about the evaluation and clarify any misunderstanding at the outset.
- Draft evaluation report for the Myanmar country programme — staff of the Coordination Office and key stakeholders in the evaluation should review the draft evaluation report to ensure that the evaluation meets the required quality criteria.
- Final evaluation report for each country programme with an executive summary

The specific deliverables of each of the team members will be discussed and agreed in an evaluation team meeting following the inception meeting.

5. Timing

The consultancy is for approx. 15 days and is currently planned to start on 9th May 2016.

6. Key competencies of the Consultant

- Demonstrated skills and experience in designing and doing qualitative data collection research, analysing qualitative data, and applying analysis to formulate recommendations.
- Proven experience in evaluating programmes and projects related to civil society support and strengthening.
- A strong understanding of the Myanmar context, civil society in Myanmar and knowledge of a variety of civil society support approaches.
- Strong participatory facilitation skills / experience and ability to relate to people from a variety of backgrounds.
- Excellent communication skills and fluency in written and spoken English and Myanmar languages.
- Excellent time management skills, with an ability to deliver high-quality outputs on time.
- Experience of building effective working relationships with others within multi-cultural teams.
- A commitment to gender equality and experience in ensuring that development programmes address the specific needs of both men and women.

- Knowledge of other languages relevant to Kachin & Shan states is desirable.
- Ability to travel independently to all areas of the country, including to remote areas.

Applications

Interested candidates are requested to submit a detailed CV and an Expression of Interest (EOI). The EOI (maximum two pages), should include:

- Reason for interest in the consultancy
- Relevant experience
- Availability
- Proposed fees

CVs and EOIs should be submitted by email or to the addresses below, not later than **Sunday 20th March 2016.**

SWISSAID Myanmar Country Office, 70, Shwe Yadana Street, Ward 1, Kamayut Township, Yangon. Phone: 01-539 639, 01-516 276

Applications can also be submitted by email to: swissaid.myanmar@gmail.com

Our apologies, but only candidates short-listed for interview will be contacted.