

## Consultancy Services

### Open for Local Consultant

**HELNETAS Laos** is a development organization operating in Laos since 2001. Our vision is a just world in which all men and women determine the course of their lives in dignity and security, using environmental resources in a sustainable manner.

<b>Job title</b>	<b>Consultancy Services</b>
<b>Assignment</b>	Final Evaluation Consultant
<b>Project</b>	Phongsaly Livelihoods and Non-Timber Forest Products (PHOLIN) Project
<b>Location</b>	Office Bounneua, travel to project target District and villages in Phongsaly and Khoua District, Phongsaly Province
<b>Duration of contract</b>	(15 days) early July 2024
<b>Date of commencement</b>	The end of June and early July 2024
<b>Main tasks</b>	<p>Preparation</p> <ul style="list-style-type: none"> <li>• Initial briefing with Helvetas Laos;</li> <li>• Review of the ProDoc, progress reports and other relevant documents;</li> <li>• Research for any other relevant policy/strategy documentation;</li> <li>• Prepare evaluation plan elaborating an evaluation matrix for the Project and propose a schedule of tasks, activities, and evaluation deliverables.</li> </ul> <p>Field mission</p> <ul style="list-style-type: none"> <li>• Briefing in Helvetas Country Programme Office in the Vientiane Capital;</li> <li>• Meet at central level (if needed) with the different institutions involved (national counterparts and other development partners, including institutions and bodies that deal with crosscutting issues);</li> <li>• Field visits one to two target villages or at least three locations in Phongsaly province (most likely Boun Neua, Phongsaly and Khua districts), pay attention to a gender-sensitive representation of the groups/parties met);</li> <li>• Debrief or present the mission's main preliminary findings and recommendations by the means of a PowerPoint presentation at Helvetas Lao office.</li> </ul>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• An advanced degree in social sciences (Gender, sociology, Agri-forestry, NTFP, economics, demography, anthropology, development studies or other relevant field);</li> <li>• At least 5 years of similar work experience in the international development sector, including similar experience in conducting INGO project evaluations;</li> <li>• In depth understanding of integrating crosscutting aspects (environment; gender equity;) and applying related tools (OCDE-DAC marking, etc.). Knowledge of sustainable natural resource and forestry management (i.e., NTFP and its value chain, business to business) is a plus.</li> <li>• Experience Sound knowledge of results-based management systems, and gender-sensitive monitoring and evaluation methodologies;</li> <li>• Excellent knowledge and understanding of research methodologies and processes, including with strong focus on gender and social inclusion;</li> </ul>

	<ul style="list-style-type: none"><li>• Excellent computer skills in Microsoft packages (MS Word, MS PowerPoint, MS Excel);</li><li>• Fluency in spoken and written English is required.</li></ul>
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<b>Contact and application address</b>	Please submit your application to the following email address: <a href="mailto:laos@helvetas.org">laos@helvetas.org</a> and <a href="mailto:pheang.xaydongvanh@helvetas.org">pheang.xaydongvanh@helvetas.org</a>
<b>Deadline for application</b>	<b>24 May 2024 at 5 pm Lao local time</b>
<b>Remarks</b>	<ul style="list-style-type: none"><li>• Please request the full Terms of References for this assignment on the above email address</li><li>• Only shortlisted applicants will be invited for interview.</li></ul>