



JA Bruson / FFI

Technical Specialists, Monitoring, Evaluation & Learning x2

“In the past century FFI has consistently saved species from extinction and protected habitats from destruction. Their solutions have always been practical, efficient and sustainable in local circumstances.”

Sir David Attenborough,
FFI Vice-president

Fauna & Flora International

Fauna & Flora International (FFI) saves species from extinction and habitats from destruction, whilst improving the livelihoods of local people. Our guiding principles are to work through local partnerships, act as a catalyst for change, make conservation relevant and base decisions on sound science. Founded in 1903, FFI is the world's longest established international conservation body; our conservation work, and impact, spans the globe.

Enhancing our Impact

FFI is committed to delivering greater, demonstrable and lasting impact of its conservation work. Central to delivering this is ensuring that conservation decision-making is based on good, context-appropriate information drawn from project monitoring, evaluation and learning (MEL). Therefore, FFI's approach to MEL is driven by our desire to deliver better conservation and enhance our impact, at both project and organisational levels.

FFI has developed an institutional approach to allow us to improve our project-level monitoring, whilst aggregating project data to demonstrate organisational impact. Key to the success of this approach is accompanying individual teams to ensure that projects are well planned with a clear and articulated Theory of Change, and ensuring that monitoring tracks progression towards long-term impact yet is practical and realistic to deliver. FFI's project teams and partners operate in different contexts with varying resources and capacities available, therefore utilising this theory-based, context-specific and pragmatic approach is a key mechanism for informing adaptive management of our work. Through this approach we learn what is, and is not, achieving the expected conservation outcomes, and are able to demonstrate and communicate success in our work.

FFI's approach to MEL and understanding our impact is led by the Conservation Science & Design team, and draws on a wealth of expertise from across the organisation to form a core, multi-disciplinary 'Technical Impact Group'. This group works closely with, and provides technical support to, locally-based staff and partners, ensuring decisions and MEL practices are based on a good understanding of the local situation, and at the same time enabling us to take a pragmatic role in the development of FFI as an organisation.

We have made great strides in rolling out our approach across the organisation, and now have an opportunity further embed this and create an institutional step change that will raise the level of our conservation field work, analysis, design, and impact into the future.

The Opportunity

We are offering a unique opportunity for two qualified Technical Specialists in Monitoring, Evaluation and Learning (MEL) to play a central role in bringing about a step change in FFI's MEL in order to deliver greater conservation impact. FFI has been awarded a three year grant for this work. You will have a passion for accompanying, coaching, and enabling project teams to implement practical approaches to MEL. You will bring multi-disciplinary technical skills relevant to the development and implementation of context-appropriate theory-based MEL frameworks. These skills will include survey design and data analysis, and will cover a breadth of M&E approaches as relevant to conservation work – including social, ecological, behavioural and capacity building. These skills will be grounded in practical experience of delivering conservation initiatives, and you will have direct experience of delivering MEL from design through to analysis, interpretation and use. You will be

experienced at building the capacity of others operating within varied resource constraints and contexts. You will also demonstrate the ability to think holistically and to work collaboratively with project staff, partners, and other technical specialists from diverse disciplines and teams to effectively embed enhanced MEL into conservation projects.

Working closely with targeted project teams and other technical specialists, you will play a vital role in the technical design, implementation, and use of context-appropriate, pragmatic project MEL systems. This will include supporting the development of protocols for the collection, analysis and evaluation of data ensuring that the time, skills, and funding investment needed is practical and relevant to the project's context, as well as conducting (or facilitating self-) evaluations of project data where relevant. You will work collaboratively with project teams, partners, and the Technical Impact Group to document and share learning, including the production of guidance materials, active participation in a Community of Practice, and facilitating peer learning and training.

This position is based in Cambridge. Some local and international travel will be required. In return, the role offers the opportunity to work within a ground-breaking and entrepreneurial organisation, at the forefront of global conservation. In addition, FFI offers a generous pension contribution, attractive annual leave allowance and life insurance. Our offices are located in The David Attenborough Building in central Cambridge, just a few minutes' walk from glorious historic buildings and museums, the picturesque River Cam, the central market and shopping centre, and a host of cafés and restaurants.

Terms and Conditions

Start Date:	As soon as possible
Duration of Contract:	34 months
Probation Period:	Six months
Salary:	circa £30,000 - £33,000 per annum, dependant on skills and experience
Location:	Fauna & Flora International, Cambridge. Some travel within the UK and internationally may be required. (Some remote working may be considered)
Benefits:	<p>25 working days' annual holiday entitlement plus Public/Bank Holidays and any normal working days that fall between 24 December to 1 January inclusive, during which time FFI UK offices are closed</p> <p>For employees on UK-based contracts, FFI currently provides a pension contribution of 8% of salary after 3 months' continuous employment.</p> <p>Group Life insurance, currently set at a benefit of 4 x basic salary</p>
Hours of Work:	These are full-time positions, working Monday to Friday from 9.00am to 5.30pm, with a one-hour lunch break.

Job Description

- Job Title:** Technical Specialist, Monitoring, Evaluation & Learning
- Reporting to:** Senior Programme Manager (Halcyon & Impact), Conservation Science & Design*
- Key Internal Relationships:** Senior Programme Manager (Species & Impact), Conservation Science & Design*
Programme Officer, Conservation Science & Design
Programme Officers, (Impact & Learning), Conservation Science & Design for the marine and Halcyon portfolios
Director, Conservation Science & Design
Programme Manager, Africa
Technical Specialist, Biomonitoring, Africa
Information Management Officer, Conservation Capacity & Leadership
Senior Technical Specialist, Analytics
Conservation Livelihoods & Governance team and associated colleagues in the Africa and Conservation Finance & Enterprise team
Targeted project teams across FFI's global portfolio

**Leadership of FFI's work on project-level impact is held by the Senior Programme Manager (Halcyon & Impact) and leadership for FFI's work on organisational-level impact is held by the Senior Programme Manager (Species & Impact). Throughout the job description these roles are referred to as the 'Impact Leads'.*

Objective: Building on the processes already instituted within FFI, to:

- deliver technical input across social and / or ecological project impact monitoring, working closely with project teams, technical specialists, and FFI's Technical Impact Group to ensure this technical input is aligned institutionally;
- Work with targeted projects across FFI's global portfolio to support effective, pragmatic and appropriate theory-based project impact MEL, including survey design, evidence collection, data analysis, and conducting or facilitating self-evaluations;
- Facilitate project teams' access to internal expertise for MEL, build their capacity where appropriate, and share learning from working with project teams to ensure coherence of monitoring and evaluation for impact across the organisation;
- Form a central role in a cross-organisational Technical Impact Group, delivering a three year grant to bring about a step-change in FFI's MEL for enhanced impact.

Specific Responsibilities:

Technical advice and support to project-level MEL

- Coach and enable conservation project teams and their partners to develop and implement context-appropriate MEL frameworks to inform decision-making and improve conservation impact, working in collaboration with FFI's Impact Leads and technical specialists as needed,
- Provide technical and capacity building support to FFI staff and partners on context-appropriate ME Lacross disciplines relevant to conservation (e.g. ecology and socio-economics) through training, facilitation, guidance, and ongoing accompaniment/coaching. Key issues include:
 - Theory-based project MEL framework development
 - Survey design
 - Data collection protocols
 - Data analysis

- Evaluation approaches

- Enable project teams to establish MEL as a core part of project management and delivery through its integration into project work-plans and establishment of data systems to track project progress, reflect, and support learning.
- Conduct post-hoc evaluations with selected project teams, including analysis of MEL evidence to date, and/or use of participatory approaches to enable self-led evaluations by the project team, including participatory impact assessment and theory-based impact assessments, and determination of lessons learned
- Enable access of relevant expertise for project teams and partners from across FFI and / or locally relevant organisations to ensure effective delivery of MEL frameworks, where these skills are not held by the post-holders
- Play an active role as part of a wider FFI Technical Impact Group to ensure a coherent and joined up approach to MEL, including in addressing common challenges project teams face and sharing learning

Collate & share learning

- Deliver wider cross-organisational training and/or learning events on MEL, based on lessons from working with targeted projects and in agreement with the Impact Leads
- Facilitate cross-learning between FFI projects to enhance peer learning across FFI's global portfolio and partnerships in collaboration with the Technical Impact Group
- Share relevant MEL information, knowledge and lessons learnt internally via appropriate channels (e.g. FFI's Impact-focused community of practice, Yammer)
- Develop and disseminate (both internally and externally) practical guidance materials and protocols to support project and partner MEL efforts, based on experience and lessons from working with targeted projects as agreed with the Impact Leads and in collaboration with other relevant staff as appropriate
- Deliver external communications (e.g. blog posts, briefing notes) on MEL topics and approaches as agreed with the Impact Leads and in collaboration with other relevant staff as appropriate
- Identify and share identified impacts from internal and external impact reporting processes, including our annual organisational-level impact monitoring
- Strengthen FFI's MEL approaches by keeping abreast of cutting edge MEL approaches and initiatives across the sector, and engaging with peers as agreed with the Impact Leads
- As requested by the Impact Leads, conduct or coordinate research into strategic or upcoming issues, and develop appropriate documents to communicate findings

Development

- Ensure that MEL information gathered through accompaniment of targeted projects is made available to fundraising and communications teams to facilitate effective communication of FFI's work and generate further support
- Work with project and Fundraising teams to interpret and embed wider project monitoring frameworks into fundable proposals and ensure the true costs are accounted for

General

- With agreement of line manager, perform other tasks that may be requested from time to time that are appropriate to skills and experience, including broader representation of FFI and its programmes
- Where required, represent FFI and its approach to MEL at appropriate external meetings
- Supervise temporary internships and work placements as required

Person Specification

	Essential	Desirable
Skills	<ul style="list-style-type: none"> • Strong technical skills relating to design and implementation of practical approaches to monitoring, evaluation and learning (MEL) of conservation initiatives • Proven ability to coach, support, motivate, and develop skills of project staff and partners • Advanced skills in survey design and statistical analysis across a range of disciplines relevant to conservation, including ecology and socio-economics • Ability to organise, collate, analyse and interpret information and data (both qualitative and quantitative) on the ecological and social aspects of conservation • Excellent communication and presentation skills (written and verbal) to a range of audiences • Ability to think laterally and creatively • Strong organisational and time management skills • Proven ability to work sensitively with a range of local partners • Fluency in English • Fluency or working proficiency in other languages - particularly French, Spanish, Portuguese, or Bahasa Indonesia 	<ul style="list-style-type: none"> • Proficient in data management practices for MEL
Knowledge and experience	<ul style="list-style-type: none"> • A relevant first degree and advanced degree, relating to conservation or related discipline • Excellent knowledge and experience of MEL tools and approaches relevant for conservation initiatives, and where training and experience lies in one discipline, a working knowledge of MEL for other relevant disciplines (especially ecology and social sciences) • Experience of delivering field-based conservation project MEL – both for understanding impacts and informing adaptive management • Significant experience of providing capacity building, facilitation, mentoring and/or training support to others • Knowledge and experience of accessible data systems that support use of conservation data for evaluation and learning • An understanding of and experience of working in or with international NGOs 	<ul style="list-style-type: none"> • Knowledge and experience of monitoring and evaluation approaches to capacity building or behaviour change

	<ul style="list-style-type: none"> • Good understanding and experience of field project operations and constraints in the types of countries where FFI works (and the implications of this for adapting project monitoring and evaluation processes) • Knowledge of Theory of Change approaches to project design and monitoring and evaluation • Experience working within an interdisciplinary team/group and coordinating/aligning work with several teams and partners 	
Behavioural qualities	<ul style="list-style-type: none"> • Committed to FFI's vision, mission and values • Builds positive personal and institutional relationships • A team player, able to work independently to an agreed programme • Passionate about mentoring and capacity building • Ability to deal with challenges in a positive way • Ability to work under pressure and to deadlines • A pragmatic and logical approach to solving problems, with ability to balance competing priorities • Cultural sensitivity • Ability to work across multi-disciplinary groups and geographically dispersed teams 	
Other	<ul style="list-style-type: none"> • Entitlement to work in the UK • Ability and willingness to undertake international travel, including travel to remote locations with limited resources and amenities 	

FFI Values

Values underpin who we are and how we act. Just as values shape who we are as individuals, they define us as an organisation, creating the culture of success for which Fauna & Flora International (FFI) is renowned. Our people exemplify our shared values, which are interconnected and interdependent:

- We act with integrity
- We are collaborative
- We are committed
- We are supportive & respectful
- We get things done

How to Apply

Applications, consisting of a covering letter explaining why you are applying for the position and relating your experience and skills to the role, a full CV, and contact details for two referees (who will not be approached without your permission), should be submitted electronically to jess.betts@fauna-flora.org

Please mark your application '**Technical Specialist, Monitoring, Evaluation & Learning**' and indicate in your covering letter where you saw this position advertised.

The closing date for applications is **Sunday 27 September 2020**

Candidates selected for interview will be invited by email or phone as soon as possible. Interviews will most likely be held on **5-10 October 2020**.

Regrettably, due to limited resources and the high number of applications we receive, we are only able to contact short-listed candidates. If you do not hear from us within four weeks of the closing date, please assume that you have not been successful on this occasion.

Applicants with Disabilities

FFI encourages applications from individuals with a disability who are able to carry out the duties of the post. If you have special needs in relation to your application, please contact Jade Bedwell, HR Officer, FFI, on Tel: +44 (0)1223 749044 or Email: jade.bedwell@fauna-flora.org.

FFI values diversity and is committed to equality of opportunity