

## Monitoring and Evaluation Officer – Mexico

### Organization Overview

Verité is a global, non-profit, labor organization with a mission to ensure that people worldwide work under safe, fair, and legal conditions. Based in the United States, Verité works in more than 70 countries, collaborating with companies, governments, civil society groups, workers, and international organizations to improve understanding of labor rights problems in corporate supply chains and operations, and to advance approaches and tools to solve those problems. The impact of Verité's work is tangible: more income for workers; increased opportunities for women, minorities and migrants; protection for children and those in forced labor; safer working conditions in factories, farms, fisheries, construction sites, mines, and other worksites; and empowerment for all workers.

To learn more about Verité, please visit <https://www.verite.org/>.

### Position Summary

Verité is seeking a Mexico-based Monitoring and Evaluation (M&E) Officer for a four-year US Department of Labor (USDOL)-funded project to improve adherence to international labor standards in the agricultural sector in Mexico. The M&E Officer will lead the development and oversee the implementation of all program M&E activities, including the USDOL Comprehensive Monitoring and Evaluation Planning (CMEP) Process.

The position is contingent upon receipt of donor funding and anticipated to begin in Q1 of 2020. The position will require occasional travel to the US. Mexican nationals are particularly encouraged to apply.

### Position Responsibilities

The M&E Officer will:

- Manage all aspects of project M&E activities, including tool development, ongoing data collection, data disaggregation and analysis, and related reporting.
- Select, train, and oversee M&E field officers and external consultants as needed.

- Design and manage beneficiary monitoring and project performance database systems.
- Oversee monitoring of project indicators and tracking of progress toward project performance targets.
- Ensure learning from ongoing M&E is used to improve or adapt project implementation where necessary.
- Lead the development and revision of USDOL CMEP documents and related project tools and workplans.
- Serve as the primary liaison to USDOL for M&E-related reporting.
- Ensure overall quality and timeliness of all program M&E deliverables.
- Carry out other duties as required.

## Position Requirements

- Minimum of five years of experience in a senior M&E position responsible for implementing M&E activities of international development projects.
- Proven success in designing, implementing, and operating project M&E systems from project initiation to closeout stages.
- Bachelor's or Master's degree in statistics, demographics, public policy, international development, economics, or related field. Master's degree or Bachelor's plus an advanced certificate in M&E, statistics, or economics preferred.
- Experience designing and managing beneficiary monitoring and database systems.
- Experience in strategic planning and performance measurement, including indicator selection, target setting, reporting, database management and developing M&E and/or performance monitoring systems.
- Knowledge of the major evaluation methodologies (e.g. qualitative, quantitative, mixed method, and impact) and data collection and analysis methodologies.
- Experience developing and refining data collection tools.
- Experience managing and providing ongoing training to M&E field officers.
- Experience with data quality assessments and oversight.
- Ability to facilitate and serve as project liaison for externally-managed evaluations.
- Ability to maintain working relationships with all project stakeholders, including Verité staff and public, private, and civil society partners.
- Professional-level fluency in oral and written English and Spanish.
- Exceptional multi-tasking and prioritization skills, coupled with strong and creative problem-solving skills.
- Familiarity with Mexico and the agricultural sector desirable.



Fair Labor. **Worldwide.**

- Previous experience with US Government-funded projects (USDOL, USAID, US Department of State, etc.) desirable.

### **To Apply**

To Apply: Please email cover letter and CV detailing your relevant experience against the skills and qualifications above to: [verite@verite.org](mailto:verite@verite.org) with the subject line “M&E Officer, Mexico Agricultural Sector.” Please clearly state your level of English and Spanish fluency in your cover letter. No telephone inquiries will be accepted for this position.

Verité is committed to a diverse work force and is an Equal Opportunity Employer that does not discriminate against any employee or applicant for employment because of race, sex, age, national origin, religion, sexual orientation, gender identity and/or expression, status as a veteran, disability, or membership in any other federal, state, or local protected class.