



## Call for Expression of Interest (EOI)

### Independent Consultants in Evaluation Bodmando Roster of Evaluation Consultants

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<b>Location :</b>	Home-based/Remote
<b>Application Deadline :</b>	<b>28<sup>th</sup> of February 2024 at Midnight (EAT time)</b>
<b>Type of Contract :</b>	Individual Contracts
<b>Post Level :</b>	Consultant in Evaluation
<b>Languages Required : Starting Date :</b>	English (other languages will be an advantage) To be discussed with selected consultants

#### About Bodmando Consulting Group

Bodmando Consulting Group is a registered international development and humanitarian consulting enterprise headquartered in Kampala, Uganda but with a team of 15 field staff spread across East and West Africa, South Asia and the MENA region. We are a women led research institution that designs innovative solutions to tackle poverty, health inequities, gender inequality and social injustice. Our expertise is built on the premises of systems thinking, human centred design and intersectionality. Bodmando's technical services include Monitoring, Evaluation and Learning, Policy, Strategy and Programme Design, Institutional Strengthening, Capacity Building and Development of Toolkits. Our research team is composed of multidisciplinary staff with a technical background in several thematic areas including 2 programme managers who oversee our global operational activities. Bodmando is sensitive to Gender Equality and Social Inclusion and in this regard, 80% of our staff are women, people with disabilities and other marginalized populations.

Bodmando researchers have supported several projects in over 16 countries across 4 continents through physical, remote and hybrid mechanisms. Our data assemblage and insight capabilities have enabled the generation of evidence that has transformed the lives of marginalized communities. We have a global presence with a strong network of several civil society organisations including community-based organisations, international NGOS, national NGOs, governments, donors, the private sector, and other

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development partners. Bodmando researchers are fluent in English and other languages e.g., Luganda, Kiswahili, Sign Language, French, Spanish, Arabic, & Hindi.

## Our Values

- ✦ Feminism
- ✦ Integrity
- ✦ Collaboration and Partnership
- ✦ Quality

## Back ground

Bodmando's Evaluation Unit is seeking to expand its pool of trusted advisors who can pursue work on our behalf in low and middle-income countries and on remote basis. Bodmando is seeking evaluation consultants in order to expand its pool of evaluation consultants in preparation for upcoming projects. Projects to be evaluated will cover different themes such as health, gender, education, climate change/environment, technology, agriculture, human rights, finance and economic growth, governance, adolescents and youth, child protection, forestry, migration, social inclusion, human trafficking and modern slavery, market systems and systemic change amongst others. The evaluation consultants will work in a team environment to contribute to independent evaluations in the assigned area(s), including cross-cutting areas such as gender equality, environmental impact and sustainability, rights-based approaches, etc.

## The evaluation consultant's responsibilities shall include:

- ✦ Support the training of data collectors in correct interpretation of research tools, Bodmando's safeguarding policies and ethical code of conduct.
- ✦ Support the translation and pilot testing of research tools.
- ✦ Support the identification of local partners and research participants in your respective country to facilitate evaluation activities.
- ✦ Organise, implement and/supervise field enumerators during data collection through activities such as back checks, high frequency checks or spot checks.
- ✦ Carry out data quality assurance to ensure accurate, reliable and valid data is available for analysis.
- ✦ Carry out desk review of relevant research documents
- ✦ Participate in periodic meetings to provide updates to clients on the progress of research assignments.
- ✦ Organize and take part in conducting of interviews, focus group discussions, or stakeholder consultation meetings amongst others.
- ✦ Take notes during interviews, provide a summary of notes, transcribe and/or write brief reports on main observations and conclusions.
- ✦ Support the drafting of inception reports, final evaluation reports and other deliverables.
- ✦ Provide technical expertise relating to the use of various evaluation methodologies such as Contribution Analysis, Most Significant Change amongst other techniques relevant to the assignment.

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- ✦ Carry out any other duties as shall be assigned by the Global Programmes manager.

**Selection criteria (NOTE: Please make sure that you have evaluation experience)**

Criteria	Essential	Desirable
<b>Qualifications</b>		
PhD (Preferred) or a Master’s Degree in a relevant field such as Monitoring and Evaluation, Social Sciences, Gender, Economics, Public Health and/or Development studies	✓	
<b>Knowledge and experience</b>		
At least 10 years of experience in leading and conducting development evaluations	✓	
In-depth knowledge and well documented experience in utilizing emerging evaluation approaches such as Contribution Analysis, Most Significant Change and ability to apply both qualitative, quantitative and mixed methods research approaches.		✓
Experience in using the Theory of change approach in evaluations.	✓	
<b>Skills and attributes</b>		
Commitment to Feminism and Disability Inclusion	✓	
Strong quantitative and qualitative data analysis skills	✓	
Well-developed cross-cultural skills	✓	
Ability to ensure ethics and integrity of the evaluation process, including confidentiality and the “do no harm” principle.	✓	
Excellent report writing, communication and interviewing skills	✓	
Effective prioritization and organizational skills with an ability to work under tight deadlines.	✓	
Service oriented and of good team spirit	✓	
Experience in working with UN agencies		✓
<b>Other requirements</b>		
Fluency in English	✓	

Fluency in other languages such as French and Arabic		✓
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## Applications **MUST** include attachment of the following documents:

- ✦ Curriculum Vitae in Microsoft Word **and not PDF/PNG**
- ✦ A Sample Evaluation Report or other research report preferably conducted in the last 4 years

## How to Apply

Applicants are invited to send their expression of interest by filling a brief form available under the link [Click Here to Apply](#). You will be required to attach 2 documents. **Female applicants, the disabled, refugees or other marginalized groups are encouraged to apply. We are a feminist and disability inclusive organisation.**

**Deadline is 28<sup>th</sup> of February 2024 but applications will be considered on a rolling basis**

## Equal Opportunity

Bodmando provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment which showcases our commitment to Diversity Equity and Inclusion.

## Note to Applicants

By submitting your application, you agree that Bodmando Consulting Group can share your CV and sample research report with potential clients for projects which match your qualifications. Bodmando will invite selected consultants to lead or participate in evaluation teams and oversee the design, and implementation of independent evaluation studies.

## Caution to Applicants

Please note that Bodmando Consulting Group **DOES NOT** solicit/request for any money from applicants as part of the recruitment process and this comes with **ZERO TOLERANCE**. Job applications, interviews and contract awards are totally done **FREE OF CHARGE**. Please send an email to the executive director at [executivedirector@bodmando.org](mailto:executivedirector@bodmando.org) in case anyone asks for money from you. We shall be able to guide you.

For any questions, do not hesitate to contact us at [hr@bodmando.org](mailto:hr@bodmando.org)

