

Terms of Reference

Position Title: RIMI Specialist (Research, Impact Measurement, and Inclusion)

Location: Colombo, Sri Lanka

Duration: Twelve (12) Months, with possibility for extension

Reports to: RIMI Coordinator (Research, Impact Measurement, and Inclusion)

About the Market Development Facility

The Market Development Facility (MDF) is a multi-country initiative which promotes sustainable economic development, through higher incomes for women and men, in our partner countries across the Indo-Pacific.

We support partners from business and government to identify and grow commercial opportunities that are profitable, scalable and deliver social and of environmental value.

MDF is funded by the Australian Department of Foreign Affairs (DFAT) and co-funded by the New Zealand Ministry of Foreign Affairs and Trade (MFAT) in Samoa, Tonga and Vanuatu. It is implemented by Palladium in partnership with Swisscontact.

About the role

The Monitoring & Evaluation Specialist is responsible for monitoring and results measurement (MRM) for an assigned portfolio of investment interventions in Sri Lanka. This key position measures the results of MDF's work to determine if we are achieving the desired objectives with tangible and credible results measurement.

A team of local and international staff implements MDF in each country. Many of MDF's technical staff are Market Systems Development (MSD) practitioners, and each country team has a monitoring and evaluation team known internally as RIMI (Research, Impact Measurement, and Inclusion). Other development programs typically incorporate such functions under the umbrella of MRM, M&E or MERL.

The position works with a small team of other RIMI Specialists on MDF monitoring and results measurement (MRM) activities in Sri Lanka, including the application of MDF's climate change and inclusion policies.

Key responsibilities

Monitoring and Results Measurement (MRM)

- Contribute to the review of supporting MRM documentation including intervention guides, results chains, research plans, attribution strategies, concept notes, intervention agreements and value for money calculations
- Support planning of all MRM work for assigned portfolio to ensure timely completion of fieldwork, analysis and data presentation.

- Ensure integration of MRM documentation and data into MDF's Management Information System.
- Ensure that projections and results are accurately aggregated for planning, reporting and learning purposes, providing insights into progress against key headline and intermediary indicators.
- Support the production of the Annual Report, case studies, Annual Strategic Plans and Guidance Notes.
- Contribute to analysis of economic sectors and markets to identify their potential for pro-poor growth, constraints to growth, and innovative solutions and opportunities to unlock this growth potential.
- Help to ensure that information gathered through the QI system is fed into the strategic and implementation decisions and MDF's learning agenda.
- Provide recommendations to improve market system strategies and intervention concept notes.

MDF's Cross Cutting Issues (Inclusion)

- Support country team staff to understand and integrate MDF's inclusion strategies and climate change principles of adaptation, mitigation and resilience in i activities, including intervention and results measurement documents.

Other duties

- Contribute to the development and learning of the MDF team through lessons sharing, reflection, evidence gathering, in-house trainings and events participation.
- Perform other duties as directed by line manager.

Essential Criteria

- Experience and skills in qualitative and quantitative research.
- Capabilities develop research tools and analysing complex data sets, including complex field research, and conveying findings into simple, clear and actionable findings.
- Advanced proficiency in Excel.
- Excellent command of the English language, both verbal and written, plus spoken proficiency in either Sinhalese or Tamil language.
- Willingness and ability to travel regularly in Sri Lanka.

Desirable Criteria

- A degree in research, economics, business, international development or related fields is desirable. Familiarity with Market Systems Development or similar approaches.
- Familiarity with the Donor Committee of Enterprise Development (DCED) Standard for Measuring Results in Private Sector Development is an advantage but not a must.