

REGIONAL M&E CONSULTANCY - MASHREQ HOME-BASED
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Position description:

The Euro-Mediterranean Foundation of Support to Human Rights Defenders (EMHRF) is seeking a regional consultant to follow up on its support and strengthen the work of human rights defenders (HRDs) and organisations (NGOs) in the Mashreq region. This consultancy, for an initial period of 12 months with the possibility of extension, aims to ensure the follow-up of grants and to contribute to the development of skills and capacities, collaborations, and networks of HRDs and NGOs. This consultancy requires knowledge and understanding of monitoring and evaluation standards, civil society dynamics (both established and recent) and political developments in Egypt, Palestine, Israel, Lebanon, Jordan and Syria.

Background:

The EMHRF is a private foundation based in Denmark, established on 9 December 2004 (<https://emhrf.org/>). The Foundation aims to support human rights defenders and non-governmental organisations through small grants in the South-Mediterranean region. The EMHRF headquarters is located in Copenhagen and includes a finance director and an administrative and finance officer. In addition, the EMHRF secretariat has two sub-offices in Paris and Tunis with a programme director, acting as head of the Foundation's secretariat, a regional manager, six regional coordinators and a grants' administrator. The Board, the highest authority of EMHRF, is composed of twelve volunteer members.

Responsibilities:

The Regional M&E Consultant will report directly to the Programme Director and will work closely with the Mashreq Regional Programme team based in Paris.

1) Monitoring civil society developments

- Provide regular feedback on the work of HRDs and NGOs in Egypt, Palestine, Israel, Lebanon, Jordan, and Syria.
- Ensure the evaluation of narrative and financial reports of HRDs and NGOs supported in accordance with monitoring and evaluation standards.
- Send reminders to HRDs and NGOs supported about their reporting obligations and follow up on them.
- Provide advice and work closely with HRDs and NGOs supported on monitoring, evaluation, learning and reporting in order to build their capacity in this area.
- Organise field visits as necessary to deepen understanding of civil society dynamics, priorities and needs, and report on the visits and their outcomes.
- Draft evaluation notes and propose - where appropriate - strategic directions for the Foundation's follow-up action.

2) Tailored mentoring and coaching

- Develop and make available a database of relevant resources, mechanisms and institutions that could be useful to consolidate the protection and action of HRDs and NGOs supported in various fields and in the long term.
- Encourage and assist emerging and established initiatives to identify their strengths and weaknesses, to develop realistic plans and proposals that include training elements for their development.
- Provide advice and play a bridging role to HRDs and NGOs supported to expand their collaborations with a variety of other actors, including local and national NGOs from their

country or from other countries in the region working on the same issues, local and international experts/consultants, INGOs and donors to contribute to the consolidation and coalition-building of the movement.

- Support the development and professionalisation of civil society actors supported, particularly the young generation, by strengthening their access to support networks, assisting them in participating in fellowships, internships, or exchanges for limited periods.
- Assist in organising, as appropriate, exchanges between donors, foundations and HRDs on civil society developments and needs to strengthen knowledge sharing, coordination, and convergence.

Qualifications:

- A university degree in human rights, political or social sciences, non-profit management, or a similar field.
- At least 3 years' experience working in or with civil society in at least one country in the Mashreq region (Egypt, Palestine, Israel, Lebanon, Jordan, and Syria).
- Excellent writing and oral communication skills in English and Arabic, mandatory.
- Strong commitment to the principles and practice of human rights and gender equality.
- Knowledge of monitoring and evaluation standards, and of Outcome Harvesting preferable.
- Knowledge of training programmes for civil society in the region will be considered as an advantage.
- Demonstrated ability to think critically, to take initiative and show creativity in solving problems.
- Ability to keep full confidentiality about assigned tasks and related documentation as well as able to exercise discretion and tact when dealing with diverse groups of people.
- Excellent organisational skills and ability to meet deadlines, to set priorities, and to coordinate work.
- Computer literacy mandatory, and familiarity with digital security preferable.

Conditions:

Contract: An initial consultancy contract for a period of one year, with a possibility of extension.

Working hours: Full time (up to 5 days a week), but possibility of a part-time consultancy.

Fee: The fee rate will be calculated per day worked on the basis of competitive local wage standards.

Start of assignment: As soon as possible.

Location: home-based, with some travels as indicated above.

Commitment to Equality:

The EMHRF is committed to ensuring equality and non-discrimination on grounds of gender, religion or belief, race, colour, ethnic origin, marital status or civil partnership, pregnancy and maternity, nationality, social position, economic position, political opinion, disability, age, sex, sexual orientation or gender identity or reassignment in its hiring process. The EMHRF is a multicultural environment that celebrates diversity. All employees are expected to promote and act in a manner that ensures a non-discriminatory, open and sensitive approach to others from different backgrounds and cultures.

Application Process:

Interested candidates should send a **CV** and **cover letter** (please indicate clearly in the latter your availability, including full or part time, and expected fee per day) in English as soon as possible and **no later than Friday 30 September 2022** to recruitment@emhrf.org with the title of the position and region covered in the subject line.

The post will remain open until filled. Only selected candidates will be contacted and invited to a first interview which is expected to take place during the weeks of 10-21 October.