

## **TERMS OF REFERENCE - JOB DESCRIPTION**

**Post Title:** Junior Specialist for Monitoring & Evaluation

**Programme Title:** Institutional Support Programme to the Palestinian Water Authority, **Funded**

**By:** The Austrian Development Agency “ADA”

**Duty Location:** Ramallah

**Programme Duration:** 36 Months

**Responsible to:** Programme Director

### **Programme Background:**

Under the Austrian Development Cooperation funded Institutional Support Programme (ISP), the Palestinian Water Authority intends to hire national senior specialists to provide additional human resources to PWA in critical areas and further develop the capacity of PWA staff and junior specialists to be hired under the ISP.

The Institutional Support Programme (ISP) will assist the Palestinian Water Authority (PWA) "to fulfill its functions as per the Water Law 2014 through strengthened and effective institutional capacities in the areas of strategic planning, policy formulation, coordination, monitoring, reporting, and resource mobilization" (outcome). Over three years the intervention will contribute to putting an "effective institutional framework in place for improving water security and sustainable management of water and wastewater services (SDG 6) in Palestine through a humanitarian-development-peace nexus approach (impact).

The program's key emphasis will be on enhancing human resources while also allocating resources for operational purposes, research, and the implementation of a Management Information System (MIS).

The water sector receives support from various donors to facilitate essential infrastructure developments, considering the diverse range of contributors involved. The programme will support further institutional development of the PWA.

### **Scope of Work:**

The junior specialist for Monitoring and Evaluation will play a pivotal role in ISP Output 3: Reform Process. This specialist will support the phased establishment of RWUs, develop mechanisms to monitor their performance and ensure compliance with regulatory standards. Additionally, the Expert will focus on fostering sector transparency and enhancing the operational capacity of the new unit responsible for overseeing RWU activities.

### **Duties and Responsibilities:**

The specialist will be responsible for the following overall tasks:

- Under the Establishment of Regional Water Utilities (RWUs):
  - Collaborate with stakeholders from the Local Government Units to design a detailed roadmap for the phased establishment of RWUs.
  - Assist in drafting guidelines and operational frameworks to ensure compliance with the 2014 Water Law and alignment with PWA's strategic objectives.

- Provide technical support in the asset valuation and organizational structuring of RWUs.
- Data collection and Monitoring Systems Design:
  - Develop and implement data collection tools for accurate and timely data gathering.
  - Design monitoring trackers tailored to measure performance of targeted Service Provider to become Utilities as priority, in addition to established Utilities under ISP program objectives and ensure alignment with PWA's strategic goals.
  - Support in developing and implementing performance monitoring tools and methodologies for RWUs, focusing on service quality, financial sustainability, and regulatory compliance.
  - Create a centralized reporting system to track key performance indicators (KPIs) and provide insights into utility performance.
- Data Analysis and Decision-Making:
  - Support in the establishment of data-driven decision-making processes within PWA to assess the effectiveness of RWUs.
  - Analyze data collected from RWUs to generate actionable recommendations for improving service delivery and operational efficiency.
- Coordination and Reporting:
  - Assist the coordination under supervision the Communication Expert to ensure clear communication and alignment on strategic priorities.
  - Contribute to preparing regular reports on RWU performance, highlighting compliance gaps, service quality issues, and areas for improvement.

**Experience & Qualifications:**

- Bachelor's degree in Economics, Engineering, Public Administration, or a related field.
- Minimum three years of Experience in designing and implementing monitoring frameworks, including data collection tools, performance indicators, and evaluation methodologies.
- Expertise in performance evaluation of LGUs or similar entities.
- Knowledge of statistical software and tools for data analysis.
- Ability to produce well-formatted and visually appealing documents, graphs, and reports.
- Advanced command of English to meet reporting and documentation requirements
- Strong interpersonal skills for effective collaboration with diverse teams and stakeholders.