



MINISTRY OF FINANCE

**REQUEST FOR EXPRESSIONS OF INTEREST**

**(CONSULTING SERVICES – INDIVIDUAL CONSULTING SELECTION)**

Name of Project	: GHANA YOUTH EMPLOYMENT AND ENTREPRENEURSHIP IN PRODUCTIVE SECTORS (YESp) PROGRAM FOR RESULTS (PforR)
Project Number	: P179221
Assignment Title	: RECRUITMENT OF MONITORING AND EVALUATION SPECIALIST
Reference No.	: GH-MOF-YES-379880-CS-INDV

The Government of Ghana has received financing from the World Bank towards the proposed Ghana Youth Employment and Entrepreneurship in Support in Productive Sectors Program for Results (YESp) and intends to apply part of the proceeds for consulting services by inviting suitably qualified individuals for the position of Monitoring and Evaluation Specialist. The project's objectives are to (i) enhance the performance of selected sectors and (ii) strengthen youth entrepreneurship.

Youth unemployment in Ghana is a socio-economic imperative now more than ever. Unemployment among Ghanaian youth has been on the rise following the covid-19 pandemic, thus, posing a threat to our national security and economic stability. To tackle this intractable problem, Government through the Proposed YESp aims at creating jobs in the economy over the next five (5) years.

The PforR operation will support the development of three priority sectors under the Ministry of Trade and Industry's (MOTI's) Strategic Anchor Industries program as well as the District Entrepreneurship Programme (DEP) under YOUStart. The operation will run for five years and will cover interventions nationwide. It will focus on four results areas: (1) investment promotion; (2) export facilitation; (3) sector-specific skills training; and (4) youth-led enterprise promotion. The PforR beneficiaries include investors (both foreign and domestic) and their employees (of which 60 percent are estimated to be under 30 years of age), young graduates enrolled in industry-led training programs (of which at least 30 percent will be women), young entrepreneurs between 18-40 years old (of which at least 50 percent will be women and 5 percent will include persons with disabilities) and their employees. The PforR will indirectly benefit the households that employees and entrepreneurs support through their additional wage incomes or business margins.

The objective of this assignment is to establish a robust and functional Monitoring & Evaluation (M&E) system for the YESp, including operationalizing a comprehensive results framework covering the results areas under the project. It will include working closely with the three Project Implementing Units (PIUs) and a Central Project Coordinating Unit by facilitating and supporting the focal persons to undertake their respective M&E activities and linking them into the overall M&E system of the project. The M&E Specialist will thus guide the overall strategy and implementation of the M&E framework and provide timely and relevant information to project stakeholders.

**Specifically, the objectives of the M&E system are:**

- a) To enable the Project Coordinating Unit to track progress in implementation of the project's defined activities.
- b) To provide a basis for evaluating the effectiveness of project implementation in terms of achieving the envisioned component outcomes.
- c) To guide reflection on lessons learned from the project implementation to inform adaptive management and future iterations of the project.

**The M&E Specialist's detailed tasks will include, but not limited to the following:**

- Establish a comprehensive M&E system based on the project development objectives, M&E arrangement and results framework. This will include a detailed design of data collection instruments, analytical procedures, reporting plan for each indicator, M&E implementation arrangements, roles and responsibilities, work plan and ensure that the M&E system is aligned to and supports the Management Information System (MIS) of MoF;
- Liaise with PIUs in the MOTI, GEA and NEIP and dedicated staff in the PCU and MOF to ensure an iterative flow of information on implementation;
- Ensure close collaboration with the PCU by ensuring an alignment of M&E systems that allow for the seamless flow and exchange of information and data;
- Supervise the implementation of approved M&E work plans and, during implementation, if required, update and amend the M&E process following consultation with PIUs, stakeholders, partners, and beneficiaries;
- Generating and assessing information required for monitoring and reporting on key operational and performance indicators and outcome objectives established for the project as detailed in approved work plans and results frameworks;
- Promoting accountability by drawing on information to assess and communicate whether project activities are likely to achieve expected results and/or realize its objectives.
- Identifying and promoting actions necessary to improve implementation of the M&E system.
- Overseeing the preparation of consolidated quarterly progress reports, mid-year reports, and annual reports.
- Lead the preparation of Terms of Reference and coordinate external teams/consultants conducting mid-term evaluation and end-of- project evaluation.
- Develop simple reporting formats to be used in collecting data by the PIUs (activity delivery tracker).
- Conduct in-house M&E training for PIU staff, focal persons & other key partners.
- Undertake regular visits to the field with PIU staff, focal persons & other key partners to support implementation of the M&E framework and identify where adaptations might be needed.
- Advise the Project Coordinator on all M&E systems relating to the project.
- Any other related duties assigned by the Project Director.

The detailed Terms of Reference (TOR) for the assignment can be found at the following website: <https://www.mofep.gov.gh> or the address below

The Ministry of Finance now invites eligible Individual Consultants (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services by submitting the most current CV.

**The shortlisting criteria will include:**

Interested person should possess the following competencies;

- Post-graduate degree in Statistics, Economics, Monitoring & Evaluation, any other field related to development and/or management and experience in field research;
- A minimum of 8 years of proven experience in M&E;
- Knowledge and experience in logical framework approach and other strategic planning approaches including M&E methods and approaches (quantitative, qualitative and participatory);
- Experience with planning, design, implementation of M&E systems;
- Experience in delivering capacity building & training in M&E development and implementation;
- Leadership qualities, personnel and team management (including mediation and conflict resolution).
- M&E working experience in relevant public and/or private sector settings and in providing advice to policy and program decision makers;
- Proven track record in working with different teams across institutions, particularly the Government of Ghana;
- Analytical skills, ability to develop and implement M&E IT systems;
- Knowledge of M&E software and applications;
- Strong computer skills and experience in data processing;
- Report writing and presentation skills.

The assignment will be for 24 months, with the possibility of renewal subject to work requirements and satisfactory performance of the life of the project.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" July 2016 revised November 2017, August 2018 and November 2020. Setting forth the World Bank's policy on conflict of interest.

A Consultant will be selected in accordance with **Individual Selection Method** as set out in the Procurement Regulations. Expressions of interest must bear the title **Consultancy Services for the Recruitment of Monitoring and Evaluation Specialist** must be delivered in a written form to the address **below (in person or by mail, or by e-mail) by 5:00pm GMT on October 5, 2023.**

Further information can be obtained at the address below during office hours from **9:00 am to 4:00 pm, local time** or through [Yesp@mofep.gov.gh](mailto:Yesp@mofep.gov.gh)

Address – For Submission of Expressions of Interest:

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**Online submission: [Yesp@mofep.gov.gh](mailto:Yesp@mofep.gov.gh)**

For further enquiries you may also contact undermentioned Email Address:

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