



VACANCY

Manager Monitoring & Evaluation

Patterson Grade D2: N\$528,148.40 – N\$796,938.48

The Environmental Investment Fund (EIF) is an investment fund, set up under the laws of Namibia, with the express purpose of raising financial resources for direct investment in environmental protection, climate resilience and natural resource management activities and projects which support the sustainable economic development of Namibia. The EIF invites application from suitably qualified and experienced Namibian nationals to apply for the position of **Manager Monitoring & Evaluation**.

Scope

The Manager for Monitoring and Evaluation will be responsible for the establishment and management of a robust monitoring, research and evaluation system comprising of well-defined result areas, milestones and targets formulated in order to ensure that the EIF's products and services.

Main responsibilities

- Provide requisite structured support to the work and work programmes of EIF's Executive for Business Strategy and Performance Management;
- Oversee the implementation of ESS and Gender policy
 - ESS appraisal and assessment and gender mainstreaming
 - ESS management plan to avoid, minimize, and mitigate the adverse environmental and social impacts and gender mainstreaming training
- Develop and nurture relationships with grant/loan recipients and fervently attend to all queries or refer to relevant stakeholders.
- Coordinate the collection of data throughout the project implementation phase and ensure that data quality assurance procedures are applied throughout so to ensure accurate data capturing;
- Prepare monthly, quarterly and final reports on project/grant/loan performances, annual plan implementation quarterly review report of the EIF;
- Develop tools and platforms for data and content management, in order to ensure information and knowledge sharing with peers, clients and partners;
- Project management support including; document reviews, project workplan review, logical framework review, gender mainstreaming and others;

Qualifications & Experience

- A Bachelors degree qualification in natural resources, agricultural economics or equivalent from a recognized tertiary institution;
- A Master degree on the above and related field will be an added advantage.

A full Terms of Reference outlining the detailed job description and other requirements can be obtained from the EIF website, www.eif.org.na/documents/vacancies or through email request, recruitment@eif.org.na.

All applications should comprise of a cover letter, recent CV and copies of qualifications.

All applications should be directed to:

Electronic delivery and queries:

Ms. Lizl Timbo

Manager: Human Resources

Tel: +264 61 4317730

E-mail: recruitment@eif.org.na

Please note no hand deliveries due to covid restrictions.

Previously disadvantaged Namibians, women, disabled persons and the youth are encouraged to apply for this position. No documents will be returned and only shortlisted candidates will be contacted for interviews.

**Closing date, 16:00
Friday 11 February 2022**