# Position Title: Team member

Position Description

EnCompass LLC’s Monitoring and Evaluation Support Program in Lebanon (MEPL) is seeking a ***Team Member*** to support the United States Agency for International Development’s (USAID) Agriculture and Rural Empowerment Activity (ARE) performance evaluation. The team member will work under the direct supervision of the MEPL Research and Evaluation Specialist, and will collaborate with the team leader to contribute to the inception report, data collection and analysis, report drafting and presentations to stakeholders.

The evaluation is expected to be conducted between October 2023 and March 2024. The inception and reporting phases are expected to be conducted remotely, data collection however will be conducted in person unless there are security restrictions.

The expected level of effort (LOE, or total available billable days) is up to 60 days.

Agriculture and Rural Empowerment Activity (ARE) Description

### Background

Agriculture and Rural Empowerment (ARE) is a $57,775,503 Activity funded by USAID and implemented by Chemonics International Inc. through Cooperative Agreement no. 72026820C00001. ARE launched on June 29, 2020, and has a Cost-Plus-Fixed-Fee Completion-type contract with a three-year base period, two Option Years, and three Increased Quantity Objectives (IQO).

According to ARE’s MEL Plan, the Activity aims to equip rural and peri-urban communities with technical and financial resources to help increase productivity, sales, and exports; improve business income; and ensure livelihood sustainability. To support this goal, ARE works to increase jobs, improve incomes, improve female participation and employment opportunities, increase domestic and export sales, increase private sector investment, improve access to finance, link value chain actors to domestic and international markets, and improve farm production through improved practices, technology, increased volume, and/or decreased cost. ARE has the following three objectives:

• Objective 1: Increase Domestic and Export Sales

• Objective 2: Increase Access to Financial Resources

• Objective 3: Improve Productivity of Micro, Small, and Medium Enterprises

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## Evaluation and Research Objectives and Timeline

The evaluation team will review and finalize the following questions in collaboration with USAID prior to finalizing the designs.

#### Evaluation Questions

**Relevance**

1. To what extent were the ARE’s interventions relevant to USAID/Lebanon Development Objective 1 (DO1): Inclusive Economic Opportunities Enhanced through Private Sector Engagement?

**Effectiveness**

1. To what extent are ARE's selected interventions and entry points strategic and optimal in contributing to the achievement of ARE’s objectives in terms of:
   1. Increasing Domestic and Export Sales
   2. Increasing Access to Financial Resources
   3. Improving Productivity of Micro, Small, and Medium Enterprises?
2. In the context of the ongoing food security crisis, to what extent are ARE's interventions in the agricultural sector addressing food security?
3. To what extent are ARE's interventions outside the agricultural sector strategic in contributing to livelihoods diversification?
4. How were gender gaps identified and to what extent were those gaps addressed?

**Efficiency**

1. To what extent are ARE's interventions efficient in terms of combining yield support with value addition and operational sustainability across the prioritized value chains?

**Sustainability**

1. To what extent can ARE's interventions be scalable and sustainable?

**Lessons learned and recommendations**

The evaluation is to identify the major challenges faced and what lessons can be generated from the way ARE addressed those challenges. Based on this evaluation’s findings, the evaluation is to provide recommendations on what actions may be appropriate and available to adjust ARE’s intervention approach for greater scalability, sustainability, and impact.

Position Duties and Responsibilities

In collaboration with the MEPL Beirut-based evaluation team and the evaluation Team Leader:

* Actively contribute to and participate in the evaluation’s initial Team Planning Meeting and regularly scheduled check-ins with MEPL counterparts
* Complete desk review of program documents.
* Contribute to drafting of inception report.
* Support in data collection activities: follow up on fieldwork schedule, take notes, facilitate interviews and focus group discussions and transcribe interviews.
* Engage in “post mortem” internal team meetings to incorporate lessons learned as data collection progresses
* Support in data analysis and producing summaries.
* Participate in data analysis, integration, and synthesis sessions with the rest of the evaluation team.
* Contribute to the presentation of preliminary findings and conclusions, and facilitation of recommendations co-creation workshop.
* Contribute to the drafting of the final report.
* Contribute to the dissemination of evaluation results.

DELIVERABLES AND TIMELINE

An illustrative list of evaluation tasks, associated deliverables, and planned timelines is presented below. The evaluation is expected to be launched in November 2023 and completed by March 2024.

*Table 1: Evaluation Tasks, Deliverables, and Timeline*

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| **Task** | **Deliverable** | **Timeline** – **Tentative deadline** |
| Design evaluation and write Evaluation Inception Report | Evaluation Inception Report | 10 - 30 October 2023  31 October 2023 |
| USAID and EnCompass Institutional Review Board (IRB) review of Evaluation Inception Report  Finalization of Inception Report |
| Data collection |  | 1 November – 15 December 2023 |
| Data analysis  *Note: This process includes coding, data summaries, and evaluation team data analysis and interpretation session(s)* |  | 16 December 2023 – 8 January 2024 |
| Presentation of preliminary findings, conclusions and recommendations to the Mission and ARE team (Others beyond USAID could be invited to be included in validating findings and recommendations, pending consultation with USAID) | *To Be Determined with the Mission* | 15 and 16 January 2024 |
| Report writing  *Note: Anticipate two-week review of the draft report by USAID and ARE. The final approved report will be uploaded to the DEC.* | Draft Report to USAID  Final Report | 17 – 2 February 2024 (for the first draft)  February 2024 (Final draft) |
| Dissemination | *To Be Determined with the Mission* | March 2024 |

Position Requirements

*Academic Qualifications*

* Degree in a relevant field such as rural development, agriculture, economics, or a related discipline.

Experience and Skills

* Minimum of four years of experience in program/project evaluation, preferably in the agriculture and rural development sector. Familiarity with USAID-funded projects and evaluation procedures is highly desirable.
* Professional experience in evaluating or implementing agriculture, food security and/or rural livelihood projects is an asset.
* Good understanding of agricultural practices, including crop production, livestock management, agribusiness and rural development in Lebanon is required.
* Familiar with the goals and objectives of rural development programs, as well as the challenges and opportunities in rural areas.
* Possess strong data collection and analysis skills, including the ability to collect and analyze quantitative and qualitative data related to agricultural and rural development projects.
* Familiarity with a range of methodological tools for field-based evaluation, such as surveys, analysis of secondary data, and analysis of causal contributions.
* Strong communication skills in English to effectively communicate evaluation findings to stakeholders, including program managers at the Mission, ARE team, Chemonics HO and the general public.

How to Apply

Please submit CV and cover letter and complete the application on the Careers & Consulting page of [https://encompassworld.com](https://encompassworld.com/careers-and-consulting/).

*EnCompass LLC is a progressive Equal Opportunity Employer. We promote, celebrate, and support a diverse and inclusive organizational culture and workforce. We are committed to providing all of our employees with an environment free from discrimination and harassment, where all are treated with dignity and respect. We do not tolerate, and explicitly prohibit, discrimination or harassment of any kind, at any time, in all aspects of employment. This includes recruitment, hiring, promotions, disciplinary measures, terminations, compensation, benefits, social and recreational programs, and training. EnCompass also does not tolerate retaliation against individuals who report discrimination or harassment. Our continuing commitment to the principle of Equal Opportunity Employment for all means all employment decisions are based only on the job requirements, the candidate’s qualifications, and the needs of EnCompass as a business—not on race, color, ethnicity, national origin, religion, belief, sex (including pregnancy and related medical conditions), gender identity or expression, sexual orientation, age, disability status, veteran status, genetic information, HIV status, family/marital/parental status, or any other status protected by the laws and regulations in the jurisdictions where we work.*

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| For US based positions: The employer will make reasonable accommodations in compliance with the Americans with Disabilities Act of 1990. |
| The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this position. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required of personnel so classified.  The incumbent must be able to work in a fast-paced environment with demonstrated ability to juggle and prioritize multiple, competing tasks and demands and to seek supervisory assistance as appropriate.    If you require accommodations in line with the Americans with Disabilities Act to complete your application, please call 301-287-8700, provide your contact information and a description of your accessibility issue. We will make a determination on your request for reasonable accommodation on a case-by-case-basis, and we will call you back within approximately 3 business days.    [EEO is the Law](https://www.eeoc.gov/sites/default/files/migrated_files/employers/poster_screen_reader_optimized.pdf) & [EEO is the Law Supplement](https://www.dol.gov/ofccp/regs/compliance/posters/pdf/OFCCP_EEO_Supplement_Final_JRF_QA_508c.pdf), [Pay Transparency Nondiscrimination Provision](https://www.dol.gov/sites/dolgov/files/ofccp/pdf/pay-transp_%20English_formattedESQA508c.pdf)  [VEVRA Notice](https://encompassworld.com/wp-content/uploads/2021/07/EnCompass-VEVRA-notice-to-applicants.pdf) |