

بِسْمِ اللّٰهِ الرَّحْمٰنِ الرَّحِیْمِ



**Terms of Reference and Scope of Services
For
MONITORING AND EVALUATION SPECIALIST / S.PROJECT OFFICER**

**Maldives: Enhancing Employability and Resilience of Youth Project
(MEERY; P163818)**

**Ministry of Higher Education
Republic of Maldives**

1. Background

Several aspects of the Maldives' recent development pattern highlight imbalances between labor demand and supply. Public sector jobs are predominantly in the civil service with the rapid expansion of cadres in the 1990s and 2000s. However, with the increasing standard of living over time, the labor market has become more challenging for Maldivians in general. Increasing educational attainment among the younger generation and expectations have coincided/collided with the rapid growth in low-skill service jobs associated with tourism and construction, leading to a mismatch in skills supply and demand. Despite the high levels of growth and labor market conditions in public investments, tourism, fisheries and non-tradable tourism related activities, important challenges remain for young Maldivians. These relate to (i) the need for greater inclusion and productive employment for youth, especially for those who cannot rely on public sector jobs (because of a sharp reduction of public sector employment) or who are from the most vulnerable segments of the population; and (ii) an increasing reliance on foreign labor in important sectors such as tourism and construction services and limited opportunities for women.

The Government of Maldives (GoM) is preparing to implement the “Maldives: Enhancing Employability and Resilience of Youth (MEERY)” Project. The project is funded by the World Bank. The objective of the project is to improve the relevance of technical and vocational skills and foster entrepreneurship to promote youth employment in priority sectors. The project is being administered by the Ministry of Higher Education (MoHE), with a Project Steering Committee that will be co-chaired by the MoHE and the Ministry of Economic Development.

The Project Development Objective is to improve the relevance of technical and vocational skills and foster entrepreneurship to promote youth employment in priority sectors.

Component 1: Integrating Skills Development with Labor Demand in the Tourism & Construction, and ICT-related Services Sector.

1.1: Labor-market assessment and analysis for demand driven skills identification

1.2: Revision of Skills Development (TVET and Entrepreneurship) Curriculum

1.3: *Face-to-Face Skills Delivery.*

1.4: *Support for Entrepreneurship Development.*

Component 2. Skills Development and eLearning Strategy.

2.1: *Strategy Development, Strengthening and Diversifying skills development programs.*

2.2: *IT infrastructure for skills development and jobs platform.*

2.3: *Career hubs for education-industry linkages.*

Component 3. Project Coordination, Monitoring and Evaluation

2. Objective

The M&E staff will establish, maintain and implement monitoring systems for the MEERY and work with the PMU to monitor the status of all the activities being carried out for the project, and ensuring that the activities are in line with the project objectives.

3. Scope of Services

Subject to specific directives of the Project Coordinator, the main duties and responsibilities of the Monitoring and Evaluation Specialist/Sr. Project Officer will be to carry out, *inter alia*, several tasks, including but not limiting to the followings:

- Establish a sound monitoring system for the implementation of activities under the Project.
- Monitor the implementation of all the activities of the project and management of the World Bank funds, as outlined in the Financing Agreement and Project Appraisal Document, and any other relevant documents, so as to achieve the relevant targets of the performance indicators of the Project.
- Design and develop, in discussion with the World Bank, monitoring formats and templates for the timely and efficient monitoring of activities under the Project.
- Prepare a consolidated quarterly monitoring report in keeping with the key performance indicators set out in the Results Framework of the Project to be shared with relevant GOM agencies including the MOHE, MOED and the World Bank.
- Engage in the overall monitoring of the Project activities as agreed with the PMU and the World Bank. Take lead responsibility for monitoring the performance of the results framework of the project. This would involve visits to each atoll once in three months, at a minimum. In this regard, monitor the activities of the island administrative councils, island women's councils, and private sector service delivery agencies for the Project.
- Facilitate project progress, conduct field visits, analyze operational performance, trends, and disbursements, highlighting problem areas and risks, assist with the preparation of relevant documentation (such as procurement documents) and reviews (such as reviews during the implementation of procurement processes).

- Collaborate with the World Bank in the design and implementation of project and impact evaluations, policy analyses and studies.
- Collaborate with the safeguards specialists in the PMU to ensure that gender disaggregated data is available for reporting in the bi-annual project progress monitoring and evaluation reports.
- Ensure that the Grievance Redress Service (GRS) is tracking complaints and MoHE and MoED responses, and coordinate with the GRS Analyst to prepare bi-annual reports.
- Any other duties assigned by the Project Coordinator.

4. Required Qualifications and Experience

- At least a Master's or Bachelor's Degree in Science, Management or a relevant discipline.
- At least 03 years Working Experience in World Bank funded project would be an added advantage.

5. Professional Competencies

- Must have knowledge and understanding of technical, commercial and legal aspects on procedures and regulations of the World Bank.
- Excellent written and oral skills in English and Divehi, with the ability to produce comprehensive reports in English.
- Strong communication skills in presenting, discussing and resolving difficult issues and have ability to work efficiently and effectively in a multidisciplinary team.
- The successful candidate must be willing to work for extended periods without direct supervision and will be expected to travel routinely to islands within the catchment.
- The successful candidate will have good communications skills and must understand the objectives and delivery mechanisms. He/she must be willing to work in a team, be flexible to emerging or changing conditions, and undertake initiative in his/her broad field of actions.
- Ability to plan projects with complex and diverse activities.
- Familiarity with the relevant Government procedures and regulations.

6. Institutional Arrangements

The M&E staff will work in the PMU and will report directly to the Project Coordinator who has overall responsibility for the management of the MEERY Project.

7. Duration of services and terms of payment

The service is initially for a period of 01 year or any other time frame agreed by both parties, and the contract will be renewable upon evaluation of satisfactory performance

The M&E will be remunerated based on the qualifications required for the position and on relevant experience.