

Monitoring and Evaluation Consultant

Who are we? PDG is a niche public sector consulting firm with teams in Cape Town and Johannesburg. We believe that our **values-based team culture** and our 30+ years young reputation for excellence and integrity sets us apart.

Joining PDG will enable you to make a difference, influencing the policy decisions which shape governance and service delivery.

At PDG we create a collaborative environment that offers each team member rich opportunities for learning and development. We are looking for a Monitoring & Evaluation Consultant with a Masters qualification and interests across one or more of our practice areas. The work will involve research and analysis in relation to the public sector; intergovernmental relations; organisational and institutional development; monitoring, reporting and evaluation; strategy, planning and policy development. The consultant will also have an opportunity to gain exposure to related practice areas, including Urban Economies, Institutional Development, Municipal Services, Public Finance, and Climate & Environment. This is a full-time position, based in either Cape Town or Johannesburg.

By joining our team, you also have an opportunity to continue along your path of lifelong learning.

Our ideal candidate has strong quantitative skills, is self-motivated, pragmatic, detail-oriented, resourceful and driven to grow professionally

CORE REQUIREMENTS

- **Masters degree** in any field related to PDG's practice areas
- Minimum 2 years of relevant professional experience
- Strong qualitative and quantitative analytical skills
- Professional fluency in English

WHAT WILL GIVE ME THE EDGE?

- Previous evaluation and/or consulting experience
- Proficiency in any other of South Africa's official languages
- South African citizenship and drivers' license
- Registration with a professional association or body
- Profile that supports PDG's long-term objectives related to diversity, equity and inclusion

The Consultant will contribute to the successful delivery of evaluations, monitoring and evaluation frameworks, and other M&E related services. The Consultant will be responsible for tasks such as designing project methodology, managing and implementing data collection processes, supporting workshop facilitation, conducting literature reviews, planning and conducting the analysis of qualitative and quantitative data, and drafting reports. With scope for increasing levels of responsibility subject to performance, this position is ideally suited to a junior to mid-career professional who aims to make M&E their area of specialisation.

COMPETENCY PROFILE

- Knowledge of research methodologies, data collection, analysis and reporting writing
- Excellent communication skills (e.g. writing, presentations, interpersonal)
- Proficiency with key Microsoft (MS) Office applications: MS Word, MS PowerPoint and MS Excel
- Demonstrated knowledge of public policy development and the South African public sector is an advantage

PERSONAL ATTRIBUTES

- Willingness to embrace a variety of tasks, including field research, tool development, service demand and financial modelling and data analysis
- Pro-active self-starter, team player willing to take initiative
- Values consistent with those of PDG and a strong public interest orientation

Appointment decisions at PDG are based on track record of academic and professional excellence. Interested applicants should send a detailed CV and motivation letter, together with names and contact details of at least three referees via our **recruitment portal**. Please note that your motivation letter should state **why you are specifically interested in working for PDG and motivate why PDG should employ you**. Shortlisted applicants will need to demonstrate the required skills by technical assessment during the recruitment process.

PDG reserves the right not to make an appointment and to withdraw the advertisement at any time.

CLOSING DATE: 12 May 2023 at 17h00

Recruitment Portal: <https://pdg.co.za/recruitment>