

Monitoring & Evaluation Consultant

PDG is a niche public sector consulting firm with teams in Cape Town and Johannesburg. We have a **values-based team culture** and 30+ years young reputation for excellence and integrity. At PDG we create a collaborative environment that offers each team member rich opportunities for learning and development.

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

We are looking for a mid-level 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 Cape Town or Johannesburg.

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

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

MINIMUM REQUIREMENTS

- **Masters degree** in any field related to PDG's practice areas
- Minimum 3 years of professional experience
- Knowledge of evaluation and research methodologies, data collection, analysis and report writing
- Strong qualitative and quantitative analytical skills
- Professional fluency in English, with excellent communication skills (e.g. writing, presentations, interpersonal)
- Proficiency with Microsoft Office: Word, Power Point and Excel
- If not South African, a valid work or residency permit

WHAT WILL GIVE ME THE EDGE?

- Previous evaluation and/or consulting experience.
- Experience in managing projects
- Proficiency in any other of South Africa's official languages
- South African citizenship and drivers' license
- A postgraduate qualification in M&E
- Experience with Python, Stata/R or NVivo/Atlas.ti
- Demonstrated knowledge of public policy, the development sector and the South African public sector
- Experience working in/with other African countries
- 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 identifying opportunities and writing proposals, 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 an early career professional who aims to make M&E their area of specialisation.

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, willing to take initiative
- Team player, adaptable and able to collaborate with a variety of people
- 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 <https://pdg.co.za/recruitment>. Please note that your motivation letter should state **why you are specifically interested in working for PDG and motivate why PDG should employ you**. Short-listed 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: 30 April 2024 at 17h00

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