

ROLE PURPOSE

Role Title: Monitoring, Evaluation, Reflection & Learning (MERL) Manager

Division: Global Program

Location: Cambodia

Date: May 2025

Employment type: 2 years fixed duration, possible renewal

Reports to: Head of Programs - Cambodia

Number of direct reports: 0

Leadership Band: Leads others

Purpose of the role:

The Monitoring, Evaluation, Reflection & Learning (MERL) Manager is accountable for supporting the Cambodia country program teams to engage to a high standard, in The Foundation's monitoring, evaluation, reporting, learning and data quality assurance processes and building a culture of continuous quality improvement across the hub's programs. This position will have a primary portfolio of the Cambodia program, but work may expand to other countries and global initiatives when necessary. The Manager will support the Cambodia country program team to engage effectively with processes outlined in the Monitoring, Evaluation, Reporting and Learning (MERL) Framework, and data quality assurance activities. The position will continuously build M&E capacity across the program and implementing partners to ensure the MERL framework is applied and utilised to inform program quality improvement. The position will also design MERL plan and necessary tools and collect the country program data for reporting.

The **MERL Manager will own the outcomes of:**

1. MERL processes and systems

- Provide technical leadership and support in the development, implementation and review of The Country Program's MERL frameworks, processes, and systems at both country and global level.
- Provide M&E technical guidance and capacity building to implementing partners and conduct collection, analysis, reporting and utilisation of data for the implementation of country and global projects, and country strategies.
- Ensure appropriate incorporation of The Foundation's MERL standards, including the Research and Evaluation Policy, in project and country plans and activities.
- Perform monitoring against project and country strategy MERL frameworks, including supporting evaluation commissioning and evaluation management
- Facilitate thematic MERL learning initiatives at both the country program and global level.
- Contribute to strategic MERL initiatives, including organisation level thematic reviews and learning synthesis.
- Conduct relevant field travel to assess and support implementation of The Foundation's MERL framework and related policies.
- Design MERL plan and necessary tools and collect the country program data for reporting.
- Support the development of MERL plan for country strategy and programs.
- Undertake other tasks assigned by Country Manager and Head of Programs, Cambodia.

2. Data quality assurance

- Ensure that global and country level projects routinely collect and analyse verifiable quantitative and qualitative data for project improvement.
- Work collaboratively to implement The Foundation's data quality assurance and CQI systems, process and tools in collaboration with the Economist, ANCP team and Grants Manager.

3. Partner capacity development

- Support country teams to identify opportunities and develop plans to strengthen partner MERL practice, with a focus on Routine Data Quality Assurance
- Other tasks as requested by your manager

Our Capabilities:

As a member of The Foundation Family you will:

1. Live by the values of The Foundation and support The Foundation's culture, performance and brand.
2. Adhere to all The Foundation's policies and procedures.
3. Strengthen the health, safety and well-being of all/look out for the well-being.
4. Lead, collaborate and contribute in all interactions.



Essential Experience:

- Demonstrated experience designing and using project/program monitoring and evaluation frameworks.
- Experience designing, commissioning and/or conducting project or program evaluation
- Experience in project or program delivery, preferably in an international development context.
- Experience in or understanding of use of data in the health sector.
- Experience working across cultures.

Skills:

- Project/Program management
- Monitoring and Evaluation
- Health program development
- Health system strengthening

Desirable Experience:

- Eye health clinical experience
- Health sector development experience.

- Capacity building to partners
- Sub-grant management
- Strong English competency

Qualifications:

Master's degree in Public Health, International Development, or a related field

Travel:

International/Domestic

This role purpose defines the broad accountabilities of the positions, which may change based on organisational need. Please refer to the divisional, team and individual work plans for more specific details

The position involves:

This position is recognised as having "Contact with Children" either direct or indirect
This position does not involve "Working with Children" either direct or indirect.

Additional Responsibility:

Ensure that the work for which they are responsible is carried out in ways which safeguard the health and safety of workers.

To work in The Foundation, you will:

- Be eligible to work in Cambodia
- Undergo background check including criminal records and qualifications check
- Undergo working with children check for positions that are identified as working with children