



Consultancy for Final Project Evaluation

Date: 16th May 2025

We are currently recruiting a **consultancy for Final Project Evaluation (Remotely Based)**, directly reporting to Project Manager.

At Relief International, we are committed to building a representative, inclusive and authentic workplace. We strongly encourage applications from candidates from minoritized backgrounds those who bring lived experience of the contexts in which we work.

We are proud to be a global recruiter, hiring people from around the world. We offer competitive salaries and benefit packages for all staff, that are applied fairly and transparently. This means we are unable to advertise the salary as it is dependent on the local job market of the staff member, we will inform shortlisted candidates of the salary range as part of the selection process.

About Relief International

Relief International (RI) works in 15 countries globally to relieve poverty, ensure well-being and advance dignity. We specialize in fragile settings, responding to natural disasters, humanitarian crises, and chronic poverty.

Job Specifics

The overall objective of this consultancy is to conduct a final project evaluation to measure the outcomes and impact of the project against its respective indicators, building upon the findings of the baseline assessments (to be provided separately).

Scope of Work Summary

The assessment will cover the following areas:

- Increased voice and influence of civil societies: Analysis of how they use their strengthened operational capacity to provide high quality, inclusive, nexus programming in response to the needs of the communities they serve.
- Transformation of gender norms and practices: Analysis of how women of diverse backgrounds have increased their voice and influence in civic space.
- Inclusion: Analysis of how the collective capacity, voice and influence of those representing ethnic minority and religious groups and marginalized groups is increased to build a strong foundation for inclusive localization.
- The final project evaluation is scheduled to take place from June to August 2025.
- The expected duration of the end-line survey is approximately 22 working days.

Specific Deliverables

The evaluation team is expected to employ a mixed-methods approach, including:

- **Desk Review:** Analysis of project documents, secondary data, and relevant literature.
- **Individual Survey:** Collect quantitative data from beneficiaries especially youth (Male + Female).
- **Key Informant Interviews (KIIs):** Engagement with local stakeholders, community leaders, CBO, religious leader and implementing partners.
- **Focus Group Discussions (FGDs):** Discussions with different beneficiary groups to gather qualitative insights.

- **Field Observations:** Site visits to assess project-relevant conditions on the ground.

Sampling should be representative of the target population, with gender and social inclusion considerations.

The evaluation team will be responsible for designing tools for any primary data collection and modalities should be adaptable in case of insecurity and any movement restrictions. Innovative and flexible approaches/methodologies for remote data collection are encouraged where appropriate.

Key Delivery Milestones

The consultant/team is expected to deliver:

1. Inception Report – outlining methodology, work plan and timeline, and data collection tools (including indicative questionnaires), initial findings based on desk study, list of key stakeholders and key informants – not to exceed 10 pages.
2. Draft Final Evaluation Report – with preliminary findings and initial recommendations, to include the following:
 - Table of Contents/ Acronyms
 - Executive Summary to present the main findings, conclusions, and recommendations. Introduction and Project Overview - including an overview of the project's logical framework and key information about the project context and its implementation status.
 - Evaluation Purpose and Questions
 - Description of methodology - including data collection techniques; an explanation for how chosen methodology is designed to answer the evaluation questions; sampling methods; analysis plan, and evaluation limitations.
 - Evaluation Results and Findings – backed by data.
 - Conclusions – should present reasonable evaluative judgments on the findings logically connected to the presented evidence.
 - Actionable Recommendations
3. Validation Workshop – presentation of key findings to stakeholders for feedback.
4. Final Project Evaluation Report – incorporating stakeholder feedback and including an executive summary, methodology, findings, and recommendation.

About You

The evaluation will be conducted by an individual consultancy/team of consultants. The key expertise required for this assignment includes:

- A team leader with a post-graduate degree in economics or social sciences or economics plus a minimum of 5 years of relevant professional evaluation experience in a humanitarian and development context; OR University degree with a minimum of 10 years of experience in evaluation within humanitarian and /or development contexts
- A consultancy firm with at least five years' experience in conducting scoping studies, assessments, and surveys in Myanmar and preferably with experience in Rakhine State
- Proven experience in evaluations of enhanced resilience of conflict affected communities through strengthening of civil society and in fragile and conflict-affected settings;
- Experience in facilitating community consultations and discussions in conflict-prone areas
- Strong contextual understanding of Myanmar and Rakhine State
- Knowledge of Myanmar language essential;
- Ability to source local-level team members/enumerators to ensure acceptance and quality of response;
- Excellent verbal and written skills in English; and
- Strong analytical and report-writing skills

Research shows that women and those from marginalized ethnic groups are less likely to apply to jobs, unless they meet every single requirement. If you're excited about this role, but your experience doesn't align with every criteria described, we encourage you to apply anyway, you could be exactly what we need!

How to apply : To apply for this post, click on the “[link](#)” button in the job advert page and send to hmmm@ri.org, quoting “**Consultancy for Final Project Evaluation**” in the subject line.

Closing date: 30th May 2025

- You will be asked to upload a CV and Cover Letter.
- The cover letter should be at least one page; three references check organization where you work as a consultant and explain why you are interested in this post with Relief International and how your skills and experience make you a good fit.
- Proposed budget for this consultancy.

As a humanitarian organization, Relief International is committed to the safeguarding of all those we come into contact with through our work. We are committed to the core humanitarian principles regarding prevention of sexual exploitation and abuse. Relief International expects all staff and volunteers to share this commitment and uphold the values and behaviors outlined in the Code of Conduct.