



## VACANCY ANNOUNCEMENT

The African Peer Review Mechanism (APRM) is a unique and innovative programme of the New Partnership for Africa's development. It is an instrument voluntarily acceded to by member states of the African Union as an African-based monitoring mechanism. The primary purpose of the APRM is to foster the adoption of policies, standards and practices that lead to human security and political stability, high economic growth, sustainable development, and accelerated sub-regional and continental economic integration.

In seeking to achieve its objectives, the African Peer Review Mechanism intends to strengthen its capacity to deliver, by amongst others, the implementation of its organization structure and the filling of all vacant posts.

The offices of the APRM Secretariat are located in Midrand, Johannesburg, South Africa

The African Peer Review Mechanism invites applicants who are citizens of African Union Member States for the post of **APRM-AU Principal/Senior – Statistician/Monitoring & Evaluation Officer (P4)**.

### **A. Post**

**Job Title:** APRM-AU Principal/Senior–Statistician  
Monitoring&Evaluation Officer  
**Position Level:** P4  
**Duty Station:** APRM Secretariat, Midrand,  
Johannesburg, South Africa  
**Supervisor:** CEO of the APRM Secretariat

### **A. KEY PERFORMANCE AREAS**

Under the supervision of the CEO of the African Peer Review Mechanism or his/her delegate, the Liaison Officer's overall responsibility will be to assist APRM Senior Management in implementing the Decision of the African Union Assembly taken in January 2017 in Addis Ababa, expanding the mandate of the APRM to truck the implementation of the key governance area including Agenda 2063 and Agenda 2030.

### **B. Scope of work and time frame**

The scope of the work will cover the Development of indicators, Monitoring and Evaluation, Quality assurance, Knowledge Management, Strategic Planning and reporting.

The Principal/Senior – Statistician/M&E Officer will be specifically tasked to:

## **Statistical data collection, verification, forecasting and analysis as well as survey.**

- i. Propose appropriate survey methodology
- ii. Contribute to the revision of the current APRM questionnaire;
- iii. Propose appropriate data collection process
- iv. Develop a verification system for data collection;
- v. Collect data from appropriate statistical sources
- vi. Maintain and manage the APRM statistical database
- vii. Process data aggregation and forecasting using some appropriate statistical methods
- viii. Develop an APRM aggregated Governance Index using an appropriate statistical method which should be used to monitor progress in governance in the four APRM thematic areas.
- ix. Lead the survey process and data collection in the APRM participating countries.

## **Monitoring, Evaluation and Reporting**

- i. Review the country Monitoring and Evaluation Frameworks and Guidelines
- ii. Develop the continental Monitoring and Evaluation system
- iii. Participate in the review process of the Secretariat's Strategic Plan and operational plans focusing on definition of activities, processes, inputs, outputs, outcomes and impacts in relation to different interventions undertaken by the Secretariat
- iv. Participate in the process of identifying and designing APRM Key Indicators and verification of the data collected in collaboration with the Senior Statistician
- v. Support the process of identifying Key Performance indicators for Monitoring various interventions being implemented by the Secretariat
- vi. Coordinate the APRM consolidated continental report on the implementation of the National Plan of Action (NPOAs)

## **Strategy Planning**

- i. Provide technical support during the Secretariat's strategic planning process
- ii. Design implementation guidelines, monitoring and evaluation instruments and tools for the activities of the strategic plan;
- iii. Work closely with the Country and Thematic Coordinators for the Monitoring of the implementation of the activities planned.
- iv. Develop APRM projects and programmes and manage the implementation
- v. Undertake any other relevant activities as required in relation to executing the mandate of the Secretariat

## **Knowledge management**

- i. Present the country reviews and evaluations findings and lessons learned in the formats easily accessible by targeted audiences;
- ii. coordinate the drafting of the APRM Secretariat key publications and articles
- iii. Collaborate with partners' organizations in developing and institutionalizing knowledge management networks on governance in Africa
- iv. Work closely with the IT officer and the communication officer for dissemination of the APRM Secretariat publications and findings

- v. Contribute to the APRM experience sharing efforts

### **Quality Assurance**

- i. Develop quality assurance systems at APRM Secretariat and at countries level, maintaining them and ensure compliance to standards;
- ii. Set-up a projects/programs control systems and assess their effectiveness and operational compliance;
- iii. Lead the Post-mission analysis during the Review missions
- iv. Lead the implementation processes of Monitoring and Evaluation function;

### **C. Required Qualifications and Experience**

#### **Education:**

Minimum of Master's degree in Statistic, Mathematic, economy, Business Management, Project Management or related field;

#### **Experience:**

Minimum ten (10) years working experience in project/program development, management, monitoring and evaluation at national or international level is required for this position. In-depth knowledge of Result Based Management and quantitative methods as well as IT systems is also required.

**D. Language requirement:** Excellent English or French (spoken and written) and fluency in any other AU language would be an added advantage.

**E. Tenure of Appointment:** The appointment will be made on an AU short term contract for a period of Two (2) years, of which the first twelve (12) months will be considered as a probationary period.

**F. Gender Mainstreaming:** The African Peer Review Mechanism is an equal opportunity employer and qualified female candidates are strongly encouraged to apply.

**G. Application:** To apply, please submit the following:

- i. A motivation letter stating reasons for seeking employment with the African Peer Review Mechanism.
- ii. A detailed and updated curriculum vitae (CV), not exceeding five (5) pages and indicating your nationality, age and gender.
- iii. Three (3) referees with good knowledge of the candidate's work, furnishing full contact details, telephone, fax and e-mail addresses.
- iv. Certified copies of degrees and diplomas.

### **H. CONFIDENTIALITY AND PROPRIETARY INTERESTS**

The Legal Officer shall not either during the term or after termination of the assignment, disclose any proprietary or confidential information related to the service without prior written consent. Proprietary interests on all materials and documents prepared by the Legal Officer under the assignment shall become and remain properties of the APRM.

- I. **Remuneration:** Indicative basic salary of **US\$40,413.00** per annum plus other entitlements e.g. Post Adjustment (57% of basic salary), Housing allowance (\$23,846.40 per annum) in conformity with the rules and procedures applicable to internationally recruited staff of the African Union.
- J. **Applications** must be received not later than **Monday, 12 January 2018** and should be addressed to:

Applications must be sent to: [recruitment@aprm-au.org](mailto:recruitment@aprm-au.org), quoting the job title “**APRM-AU Senior Statistician**” on the email subject line. Contact person: Nomfanelo Mhambi Tel: **+27 11 256 3452**