Classified Job Descriptions

Job Description Type:	Specific Job Description	Region:	ESAR
Category:	IP (International Professionals)	Country:	Angola
Reason for Classification:		Duty Station:	Luanda
Level:	P-3	Office:	
Title:	Planning Monitoring & Evaluation Specialist	Section:	
		Unit:	
		Case Number:	
		Post Number:	120810
		Classified Date:	10/28/2026

Organizational Context:	Angola is a lower-middle-income country in Southern Africa with 36.6 million people, 62 per cent of them under age 25. This young population could become a demographic dividend, but only with continued investment in children. Despite progress in safeguarding child rights, critical gaps remain in ensuring that every child in Angola reaches their full potential. Under-five mortality is 52 per 1,000 live births, chronic malnutrition affects 40 per cent of children under five, and learning poverty is high. Only 44 per cent of the population has basic sanitation. Recurrent disease outbreaks and climate shocks add to the strain. Following the 2026 Mid-Term Review, UNICEF Angola is shifting to an upstream business model focused on systems strengthening, public finance for children, evidence-based advocacy and strategic partnerships, with a leaner, Luanda-based office facing reduced and volatile funding. This makes strong planning, monitoring, evidence and knowledge management essential to prioritize resources, track results and inform policy and budget dialogue with the Government.
Purpose of the Job:	The Planning, Monitoring & Evaluation Specialist reports to the Deputy Representative Programme for supervision. The Specialist provides professional technical, operational and administrative assistance throughout the planning, monitoring, evaluation process preparing, executing, managing and implementing a variety of technical and administrative tasks to contribute to evaluation planning, implementation, oversight and reporting to ensure that evaluations are carried out according to schedule and that results and recommendations are implemented and followed up.
Key functions, accountabilities and related duties/tasks:	Summary of key functions/accountabilities: 1. Setting Standards for Programme Performance Planning and Monitoring - Provide authoritative technical guidance to senior management and programme teams on programme performance monitoring, results measurement and evidence-based decision-making in line with UNICEF policies and results-based management principles. - Ensure the quality and consistency of programme planning, monitoring and reporting frameworks, indicators, methodologies and tools across programme sectors and field offices. - Provide technical guidance for the development, implementation and monitoring of work plans, including the tracking and reporting of equity and gender markers in accordance with Programme Policy and Procedures. - Coordinate and provide substantive technical input to annual, mid-year, mid-term and end-of-

cycle programme reviews, ensuring evidence generated through monitoring informs programme adjustments and management decisions.
- Analyze programme performance trends, bottlenecks, risks and implementation challenges, and prepare strategic analytical inputs to support management oversight and decision-making.
- Monitor follow-up actions arising from programme performance reviews, evaluations and management decisions, and facilitate timely implementation of agreed actions.
- Promote effective monitoring and reporting of intersectoral and cross-sectoral programme results to strengthen programme coherence, convergence and integrated approaches.
- Support the application of innovative monitoring approaches, data analytics and visualization tools to improve programme performance tracking and reporting.

2. Coordination of the Integrated Monitoring and Evaluation Plan (IMEP)
- Coordinate the development, implementation and periodic review of the Integrated Monitoring and Evaluation Plan (IMEP), ensuring alignment with Country Programme priorities, organizational requirements and emerging evidence needs.
- Provide technical advice on evaluation priorities, monitoring activities, studies and evidence-generation initiatives to support programme effectiveness and accountability.
- Ensure the quality of evaluation planning processes, methodologies, budgets and deliverables in accordance with UNICEF and UNEG standards and norms.
- Coordinate the planning and monitoring of the office evaluation portfolio, ensuring timely implementation and appropriate utilization of resources.
- Prepare and review analytical products, documentation and reports required to support evaluation planning, implementation and management decision-making.

3. Implementation and Oversight of Evaluations
- Coordinate and oversee the implementation of strategic, thematic, cross-sectoral and joint evaluations conducted within the Country Programme.
- Provide technical guidance in the preparation of evaluation terms of reference, methodological approaches, quality assurance processes and consultant selection procedures.
- Manage evaluation processes and consultant contracts, ensuring compliance with UNICEF procedures and established evaluation standards.
- Monitor evaluation implementation progress, identify risks and challenges, and recommend corrective measures to ensure the timely delivery of high-quality evaluation products.
- Provide technical advice to management and stakeholders on evaluation findings, conclusions and recommendations to support programme improvement and accountability.

4. Dissemination, Utilization and Follow-up of Evaluation Results
- Promote the systematic use of evaluation findings and recommendations in programme planning, implementation, policy dialogue and resource allocation processes.
- Coordinate the dissemination of evaluation reports and knowledge products to internal and external stakeholders and ensure compliance with corporate evaluation reporting requirements.
- Monitor and report on the implementation of management responses and agreed evaluation actions, identifying implementation gaps and areas requiring management attention.
- Prepare analytical reports and synthesis products highlighting key evaluation trends, lessons learned and emerging issues to support organizational learning and decision-making.
- Facilitate stakeholder engagement and follow-up actions to strengthen accountability and enhance the utilization of evaluation evidence.

5. Networking, Partnerships and Inter-Agency Coordination
- Serve as a key technical resource and counterpart to government institutions, UN agencies, development partners and other stakeholders on monitoring, evaluation and results-based management matters.
- Build and maintain effective partnerships to strengthen evidence generation, evaluation quality, knowledge sharing and national evaluation capacity.
- Represent UNICEF in relevant inter-agency technical forums and contribute to UNSDCF monitoring, evaluation and results reporting processes.
- Provide technical contributions to joint monitoring, evaluation and assessment exercises and support harmonization of approaches across partner organizations.
- Support national and partner efforts to strengthen monitoring and evaluation systems, capacities and utilization of evidence for decision-making.

	6. Innovation, Knowledge Management and Capacity Building - Identify, document, synthesize and disseminate lessons learned and good practices from monitoring and evaluation activities to support programme improvement and organizational learning. - Monitor emerging developments, innovations and best practices in monitoring, evaluation and results measurement and facilitate their adaptation within the Country Programme. - Contribute to the development and strengthening of knowledge management systems, tools and products that promote evidence-informed programming. - Design and facilitate capacity development initiatives for UNICEF personnel, government counterparts and implementing partners to strengthen monitoring, evaluation and evidence-use capacities. - Promote the use of innovative methods, technologies and approaches to enhance data quality, analysis, reporting and programme accountability.
Impact of Results:	The efficiency and efficacy of support provided by the Specialist to the CMT and wide range stakeholders contribute to the successful planning and execution of evaluation efforts that in turn result in improved country office and national stakeholders' development planning, performance and achievement of concrete and sustainable results. Effective implementation of evaluations enhances UNICEF's capacity and credibility in delivering highly effective programs and concrete and sustainable results that directly improve services to mothers and children in the country.
Competencies and level of proficiency required:	Core Values: Care Respect Integrity Trust Accountability Sustainability Core Competencies: Nurtures, Leads and Manages People (1) Demonstrates Self Awareness and Ethical Awareness (2) Works Collaboratively with others (2) Builds and Maintains Partnerships (2) Innovates and Embraces Change (2) Thinks and Acts Strategically (2) Drive to achieve impactful results (2) Manages ambiguity and complexity (2)
Recruitment Qualifications:	Education requirement: Advanced Degree in economics, psychology, sociology, education or other social science field is required. Experience required: A minimum of 5 years of professional experience in social development analysis and programming at the international and/or in a developing country is required. Relevant experience in program/project monitoring and evaluation in a UN system agency or organization is an asset. Language requirements: Fluency in English is required and fluency in Portuguese is strongly preferred. Alternatively, fluency in another Latin language (Spanish, Italian or French) with a strong commitment to develop Portuguese language skill is preferred.

Is this role a Representative, Deputy Representative, Chief of Field Office, the most senior Child Protection role in the office, Child Safeguarding Focal Point, or Investigator (OIAI)?:	No
Is this post a Direct contact role in which incumbent will be in contact with children either face-to-face, or by remote communication, but the communication will not be moderated and relayed by another person?:	No
Is this post a Child Data role in which incumbent will be manipulating or transmitting personal-identifiable information on children such as names, national ID, location data, or photos)?:	No
The selected candidate for this position will be required to engage with vulnerable children:	No
Competencies and level of proficiency required:	
Recruitment Qualifications:	