

**Terms of Reference
Evaluation Specialist
International Initiative for Impact Evaluation (3ie)**

Background

The International Initiative for Impact Evaluation (3ie) seeks to improve the lives of poor people in low and middle-income countries by providing and summarizing evidence of which development interventions work, when, why, and for how much. 3ie operates several grant programs to finance high-quality impact evaluations of policies and programs in these countries, where high-quality impact evaluations are those that measure the net change in outcomes that can be attributed to a specific program. Further, 3ie produces, funds, and disseminates systematic reviews of impact evaluations on development policies and programs. Systematic reviews are designed to make the evidence even more accessible and useful to policy makers. 3ie also supports quality impact evaluation through its quality assurance services.

3ie is registered as a non-governmental organization in the United States of America. 3ie is operating as a program of the Global Development Network (GDN) in New Delhi, India. The GDN-3ie program in Delhi office houses the Evaluation Office, the Program Office, the Policy Advocacy and Communications Office, Finance, Reporting and Administrative office. The Delhi office hosts a monthly impact evaluation seminar series with presenters and participants from academe, the government, and the donor community. Staff in the Evaluation Office liaise with donors around the world and interact frequently with impact evaluation experts and specialists and academia.

Scope of Work

GDN-3ie program seeks two Evaluation Specialists to serve in its office in New Delhi, India. The Evaluation Specialist will be responsible for:

- Providing technical support to GDN-3ie funded research throughout GDN-3ie's grant management cycle;
- Monitoring the quality of and advising GDN-3ie-funded studies, which includes discussing current and upcoming research projects with experts in impact evaluation from leading universities and research institutes;
- Reviewing proposals for GDN-3ie funding and scoring these proposals on technical quality and policy relevance;
- Visiting and monitoring implementation sites of programs evaluated under GDN-3ie grants;
- Conducting research with an expectation to submit papers for journal publication (research plan agreed with supervisor). Evaluation Specialists are expected to spend 20% of their working hours on research;
- Participating in select conferences, workshops and IE training events;

- Participating in meetings with, and providing IE training for, government officials and international organization and/or NGO staff;
- Engaging with GDN-3ie partners, including policymakers, researchers, donors, etc.
- Preparing material for the IE and expert databases; and
- Contributing advocacy and communications materials, such as policy briefs, blogs for the 3ie website, among other tasks.

The position includes:

- Travel and registration for 3 international conferences a year, conditional on having a paper accepted;
- Professional development opportunities, such as relevant courses or collaborative research with leading impact evaluation experts, generally conditional upon the Evaluation Specialist's initiative in finding and/or creating such opportunities, and/or participating in impact evaluations being undertaken internally.
- Working three weeks a year at the 3ie Washington or London offices (conditional on ability to obtain the necessary visas);

Qualifications

Applicants must have a graduate degree (preferably PhD) in economics or field relevant to international development with research experience in experimental and quasi-experimental methods applied to development contexts. Without a Ph.D, four years of field experience is desirable.

Terms

Candidates should be available to start by 15th July 2014. The appointment is for two years, and renewable thereafter.

Application

Send cover letter, CV, three reference letters, and one research sample to jobs@3ieimpact.org with "Evaluation Specialist Application_2014" as the subject line. Applications received by **30 March 2014** will be given priority. Applications received after **30 March 2014** will be reviewed on a rolling basis until the position is filled. Only suitable candidates will be contacted for interview.

Email for Applications: jobs@3ieimpact.org

Informational URL: <http://www.3ieimpact.org>

For more information, email: bjoy@3ieimpact.org