

# VACANCY: CARITAS SEDEC – AGIAMONDO, Analysis, Planning, Monitoring and Evaluation (APME) Advisor

## 1. Introduction Caritas Sri Lanka – SEDEC

Caritas Sri Lanka – SEDEC is an expression of the concern of the Catholic Church in Sri Lanka for justice, peace and human development. It operates on the mandate of the Catholic Bishops' Conference in Sri Lanka (CBCSL) which is conferred to the Board of Management (BOM).

Caritas Sri Lanka – SEDEC is the National Secretariat of the Commission for Justice, Peace and Human Development of the Catholic Bishops' Conference in Sri Lanka. In each Diocese, Caritas Sri Lanka – SEDEC has an implementing Caritas Diocesan Secretariat. These are the secretariats of the Commission for Justice, Peace & Human Development of the respective Dioceses.

Caritas Sri Lanka – SEDEC is independent of all political parties and ethnic groups. It draws its inspiration from the teachings of the Lord Jesus Christ, His unconditional love for one another and its mission is enrooted in the social doctrine of the Catholic Church.

Caritas Sri Lanka – SEDEC is a Member of Caritas Internationalis, which is an International Confederation of Catholic Organizations that comes under the purview of the Holy Father, mandated by their respective Episcopal Conferences to spread solidarity, social justice and integral human development.

## 2. Description AGIAMONDO/CPS

On the basis of the German Development Aid Workers Act, AGIAMONDO recruits qualified professionals for international cooperations between church and civil society organisations. In addition, we provide expert consulting on all questions relating to personnel cooperation since 1959. Our programme aims to help church and civil society organisations worldwide to work on solutions for shaping socio-ecological change in a professional and innovative manner, making full use of global networking opportunities. AGIAMONDO is the only Catholic organisation among the state-recognised development services. Every year, AGIAMONDO recruits up to 280 development workers for organisations in 60 countries.

In the Civil Peace Service (CPS), which is financed by the German government, AGIAMONDO works together with national partner organisations to develop sustainable programmes for peace and human rights work.

A just peace is possible. The activities of the AGIAMONDO CPS help create the necessary conditions to pave the way forward. To achieve this, the CPS recruits specially trained and motivated development workers and dispatches them to regions affected by conflict. Together with local partner organisations, we are committed to the non-violent resolution of conflicts, the establishment of human rights and the promotion of peace: in dialogue and meetings – working hand-in-hand with people.

Since its inception in 2018, the CPS programme of AGIAMONDO in Sri Lanka has been hosted by CARITAS SEDEC. We have been working together to develop and strengthen peace building work in communities around the island. Currently, Civil Peace Workers are seconded to CARITAS SEDEC, National Peace Council (NPC), Centre for Communication Training (CCT) and Oblates of Mary Immaculate (OMI). Topics include impact-oriented project development, public relations, organizational development, conception of innovative projects, strengthening of trainings in peace building and non-violent conflict transformation.

AGIAMONDO and CARITAS SEDEC are now seeking an outstanding, dynamic and results oriented individual to become part of the team and fill the following key position:

Position: **Analysis, Planning, Monitoring and Evaluation (APME) Advisor – AGIAMONDO**

Working hours: **Full time position**

Placement: **Colombo with frequent travels in various parts of Sri Lanka**

### **3. General objectives:**

Implementation and follow up on planning, monitoring and evaluation of the projects of the AGIAMONDO/CPS cooperation in Sri Lanka using Managing Outcomes, a PME tool developed by AGIAMONDO, based on outcome mapping as well as other PME tools.

### **4. Responsibilities**

The APME Advisor works in support of the AGIAMONDO CPS Programme in Sri Lanka. Supervision of the APME Advisor, including assignment of tasks, is done by the AGIAMONDO CPS Coordinator for Sri Lanka.

The post involves the following tasks and responsibilities:

- Planning, preparing and conducting Analysis, Planning, Monitoring and Self-Evaluation (APME) Workshops with the partner organisations and the CPS worker
- Offer continuous support and guidance to partner organisation teams and the CPS workers on the implementation of APME in the CPS projects
- Support the CPS Coordinator in strategy development and/or updating for the CPS Country Programme.
- Support the CPS Coordinator in APME related questions concerning the planning and monitoring of the CPS Country Programme.
- Independently plan and organize workshops, in collaboration with the AGIAMONDO-CPS Coordinator and the partner organisation involved.
- Provide regular feedback to the respective Coordinator on issues relating to content, progress, and challenges
- Assist AGIAMONDO in the improvement and development of APME support and instruments and participate at meetings that are organized by AGIAMONDO HQ and/or the AGIAMONDO APME Advisor to this purpose
- Prepare reports as per deadlines (end of year report to AGIAMONDO APME Advisor in Cologne and AGIAMONDO-CPS Coordinator)
- Ensure the timely accounting and reporting of own field trips as per AGIAMONDO requirements

## **5. Qualifications and Requirements**

Bachelor Degree in social science with a focus on Project Monitoring and Evaluation in peace building and/or development, Master's Degree will be an added advantage. Excellent command of English (verbal and written). Proven facilitation skills are required. Excellent interpersonal, communication, and organizational skills. Able to work under minimum supervision. Good knowledge of social teachings of the Church, and Ethical principles are an advantage.

## **6. Professional experience:**

- At least three (3) years' work experience in planning, monitoring and evaluation of peace building and /or development projects.
- Knowledge and experience in working with outcome mapping and/or other qualitative and participatory APME approaches
- It is an advantage to have worked in non-governmental organizations, and/or in the field of Inter Religious Dialogue, especially in the Sri Lankan context.

**APPLICATIONS WITH CV AND MOTIVATION LETTER INCLUDING SALARY EXPECTATION SHOULD BE ADDRESSED BY  
E-MAIL TO:**

[sedec@slt.lk](mailto:sedec@slt.lk) - or - [sedec@caritask.org](mailto:sedec@caritask.org)

Applications shall reach us on or before 11.06.2021 to be considered.

PLEASE NOTE THAT ONLY SHORTLISTED CANDIDATES WILL BE CONTACTED