



VACANCY ANNOUNCEMENT

The Global Crop Diversity Trust is an international organization with headquarters in Bonn, Germany whose mission is to ensure the conservation and availability of crop diversity for food security worldwide. For further information about the Global Crop Diversity Trust, consult the web page at <http://croptrust.org>

The Global Crop Diversity Trust is seeking an outstanding candidate for the position of:

Monitoring and Evaluation (M&E) Manager

The Monitoring and Evaluation (M&E) Manager is responsible for implementing the M&E components of the Crop Trust's program of work in support of the global system of *ex situ* conservation of crop diversity. This program includes Long-term Grants (LTGs) and Long-term Partnership Agreements (LPAs) with key genebanks, as well as all projects and other technical activities managed by the Crop Trust's Programs Team under the supervision of the Director of Programs. In addition, the position will contribute to the monitoring of, and reporting on, indicators in the Crop Trust's institutional impact framework, which is currently under development.

The responsibilities of the position include the following:

GGP Monitoring & Evaluation

- Work closely with genebank managers of international genebanks, and all project partners, in the preparation of proposals, annual workplans, budgets and technical and financial reports.
- Manage, analyze and validate genebank performance data as submitted by LTG, LPA and other partners;
- Lead the monitoring and review of partner reports to ensure that all relevant performance targets are achieved and maintained;
- Review proposals submitted for funding to ensure that the documentation and monitoring of relevant performance indicators are addressed;
- Contribute to the preparation and writing of annual program reports, technical publications, and communication outputs;
- Coordinate external reviews of genebanks to assess their status, composition, needs, and recommended actions for upgrading and to evaluate eligibility for long-term support;
- Initiate and conduct costing and valuation studies for genebanks as needed in collaboration with internal and external experts;
- Lead the Community of Practice on Genebank Impacts, including the mentorship of impact fellows, publication of scientific/technical papers, and presentations relating to genebank valuation and impact studies;
- Develop reporting templates (hardcopy and online), in coordination and compliance with the Crop Trust's IT policies;
- Liaise with partners closely and proactively, troubleshoot problems as needed, and provide scientific advice and technical backstopping, including site visits when required;
- Work with all relevant Crop Trust staff to provide inputs to the development, implementation and monitoring of the institutional impact framework;
- Contribute to the smooth and coordinated functioning of the Programs Team, liaising with other teams as necessary for effective institutional cohesion;

Other General Duties

- Write, or contribute to, documents and presentations as necessary;
- Represent the Crop Trust as necessary;
- Stay abreast of scientific developments and institutional players in the area of responsibility;
- Stay abreast of relevant policy frameworks (Plant Treaty, CBD, etc.);
- Contribute to Crop Trust vision and strategy and to the assessment of impacts;
- Contribute to proposals for new projects;

Qualifications, Skills and Experience

Education

- Master's Degree or higher

Experience

- At least seven years of relevant and progressive professional experience, preferably in an international setting;
- Professional experience and expertise in Project Management, Monitoring and Evaluation.
- Affinity with the Crop Trust's mission and a keen interest in environmental and science topics;
- Strong analytical skills in combination with result-driven focus;
- Excellent interpersonal and communication skills and ability to interact effectively with a wide range of audiences from different cultural backgrounds.

Language requirements

- Fluency in English required and proficiency in other relevant languages would be an asset.

Terms and Conditions: The Crop Trust offers an attractive remuneration package including a competitive salary, non-contributory retirement savings plan, medical insurance and leave provisions. This is a Professional position classified as Level 4 (Level 6 being the highest). The salary range for Level 4 starts at Euro 55,000. All benefits are denominated and paid in Euros. Staff of the Global Crop Diversity Trust (including German nationals) is exempt from host country income tax. Relocation costs are covered for candidates residing outside of the Bonn/Cologne or surrounding areas.

The initial contract duration will be for a period of 3 years, subject to a probationary period of 12 months. (For internal applicants, there is no probationary period)

Applications: Interested candidates should submit the following (incomplete applications will not be considered):

1. **A one-page motivation letter including summary of your qualifications and experience**, indicating how you meet the expected set of skills and competencies for the position and your drivers for applying.
2. **Your *Curriculum Vitae* in English** (please include your current residence address, telephone, and email address, date of birth, gender and nationality);
3. **Names and full contact details of at least three referees.**

Please apply by using the following link:

<https://www.impactpool.org/jobs/884249>

The deadline for applications is 27 January 2023.

By submitting your application, you agree to the Crop Trust processing your personal data as described [here](#).

The Trust is an equal-opportunity employer and strives for staff diversity in gender and nationality.

Only short-listed candidates will be contacted