**BRC UKRAINE MONITORING, EVALUATION, ACCOUNTABILITY & LEARNING (MEAL) ADVISER**

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| **Job Level** | **4** | **Function** |  |
| **Directorate** | **International** | **Function/Service** | **Performance, Quality & Accountability** |
| **Direct Reports** | **None** | **Indirect Reports** | **None** |
| **Reports to** | **Head of Programmes- Ukraine** | **Other reporting lines** | **Senior PMEAL Adviser** |

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| **Purpose** | To support and facilitate accountable, evidence-based, and quality programming, and to strengthen sustainable National Societies in line with the British Red Cross (BRC) localisation approach, the Monitoring, Evaluation, Accountability and Learning (MEAL) Adviser will promote good practice in MEAL. This includes supporting the National Society partner and BRC teams in building MEAL capacity, enhancing ownership of MEAL tools and processes, and engaging strategically with Movement partners on MEAL-related priorities.  The MEAL Adviser is a new position within the Programme Unit of the BRC Ukraine country team. As BRC is not a direct implementation actor, this role is focused on enabling and supporting the Ukrainian Red Cross Society (URCS) in achieving its operational objectives and long-term vision. The position is expected to split its time evenly between the BRC and URCS offices. | | |
| **Budgetary responsibility/**  **accountability** | **Up to £50k** | **Accountability for other resources** | **None** |
| **Key Responsibilities** | *Strategic and Technical Support*   * Support the provision of policy and technical advice within Ukraine to support and strengthen the implementation of the International Directorate strategy. * Encourage joint-assessment, planning and implementation of action/work plans between sectors and Movement partners, where appropriate, moving towards a multi-sector integrated approach to programming. * Support the improvement of BRC’s International Quality Methodology (IQM) and other quality assurance approaches. Strengthen BRC’s overall approach to quality programming, including mainstreaming of Community Engagement and Accountability (CEA), Protection, Gender and Inclusion (PGI) and other quality standards in support of URCS vision. Work in collaboration with Swedish Red Cross PGI Delegate. * Collaborate with BRC staff, National Society partners (PNS) and the International Federation of Red Cross and Red Crescent Societies (IFRC) to ensure the MEAL minimum set of standards are achieved as part of programmes. This includes planning, developing clear programme logic and robust MEAL plans/strategies, supporting (or leading) evaluations, and the dissemination of learning. * Support accountability mechanisms to ensure that programmatic evidence is generated and meets both donor and internal requirements.   *Collaboration and Coordination*   * Proactively collaborate with relevant teams across the BRC, URCS, and other partners to facilitate effective and efficient delivery against agreed objectives. Provide the teams with timely and actionable advice to improve project/programme quality, accountability, and compliance. * Coordinate with Planning, Monitoring, Evaluation and Reporting (PMER) colleagues to conduct programme reviews and the evaluation of overall BRC support to URCS. * Build relationships within Red Cross Red Crescent (RCRC) Movement and other organisations to explore areas for collaboration and influencing, exchange learning and apply lessons and good/best practice into BRC’s MEAL practices and processes.   *Capacity Strengthening and Evidence-Based Learning*   * Strengthen capacities of URCS and BRC teams by training and mentoring stakeholders in MEAL tools, approaches and processes. This includes supporting URCS to adapt IFRC and other M&E tools, systems, and processes to their context, in collaboration with the leadership of URCS Quality Control and Accountability (QCA) and the other PNS MEAL/PMER Delegates. * Support URCS in strengthening institutional and technical capacity to design and implement broader assessments and evaluations, and to generate, document, and apply learning for improved programme quality and strategic decision-making. * Complement PNS MEAL/PMER advisors through serving as MEAL focal point for designated URCS sectors and provide training and mentoring to URCS QCA staff in those sectors. * Support URCS to collate, analyse, assess and interpret information from a range of sources to make evidence-based recommendations.   *Team Member*   * Adhere to the BRC values. * Actively contribute to our culture of safeguarding and protection from sexual exploitation, abuse and harassment. * Actively participate in all team meetings, contributing constructively to discussions and decision-making processes. * Communicate effectively and respectfully with colleagues and partners, fostering a culture of openness, trust, and mutual respect.   *The responsibilities described are not a comprehensive list and additional tasks may be assigned from time to time that are in line with the level of the role.* | | |
| **Knowledge & Skills**  *\*Essential* | * Knowledge of the international humanitarian system or international development context (standards, concepts)\*. * MEAL technical and advisory expertise in international, cross-cultural contexts\* (ideally from an HQ perspective). * Ability to collect, analyse, synthesize and interpret quantitative and qualitative data to communicate (verbally and in writing) to different audiences\*. * Negotiation and influencing skills\*. * Higher level academic qualification (bachelor’s or master’s degree in relevant subject). * Knowledge of project cycle management and project management skills. * Ability to facilitate and advise on participatory approaches. | | |
| **Experience**  *\*Essential* | * Working in a relevant role and/or sector including in-country experience\*. * Designing and implementing MEAL systems or providing MEAL advice or managing the MEAL function within a project/programme/organisation\*. * Delivering capacity building (training or mentoring)\*. * Participating in\*, leading\*, and commissioning evaluations and evaluative exercises (reviews, workshops). * Working with the International RCRC Movement. | | |
| **Additional requirements** | * Ensures inclusive practice and promotes diversity. * Able to travel for up to ca. 90 days per year and operate in a physically demanding working environment. * Contributes to a culture of safeguarding and protection from sexual exploitation, abuse and harassment (PSEAH). | | |

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| **Pre Engagement Checks**  Highlight bold as required |  | |
| DBS- England & Wales | Adult/ Child/ Adult & Child Workforce/None | |
| PVG- Scotland | Adult/ Child/ Adult & Child/ None | |
| Access NI- Northern Ireland | Vulnerable Adult/ Child/ Vulnerable Adult & Child/None | |
| Driver Check | Yes/**No** |  |
| **International Roles Only** |  | |
| International Police Check | Yes/No | |
| International Driving Licence for manual cars | Yes/**No** | |

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| **Role Reference** |  | **Review Date** | **August 2025** |

*We guarantee an interview to disabled candidates (as defined in the 2010 Equality Act), who meet the minimum shortlisting criteria in the advertised person specification and apply under the disability confident scheme.*