

Monitoring, Evaluation and Learning Manager (80 - 100%)

Fondation Botnar is a Swiss philanthropic foundation working to improve the health and wellbeing of young people living in cities around the world. Advocating for the inclusion of youth voices and the equitable use of AI and digital technology, we invest in and support innovative programmes and research and bring together actors from across sectors to create dialogue and partnerships.

Our Team of passionate experts is currently implementing a new system strengthening strategy to contribute to the wellbeing of young people in cities, mainly in low and middle-income countries. The Management Office in Basel is responsible for the strategic guidance of projects and programmes implemented with partners in selected countries. We are operating in an agile, purpose-driven, self-managed organisational culture.

Job Description

We are committed to strengthening our Strategic Learning and Evaluation (SL&E) function and enlarge our SL&E team with this additional new role. Together with the SL&E Lead, you will contribute to developing an innovative and adaptive SL&E culture and practice.

Specific Responsibilities include:

- Accompany the foundation in iteratively refining and implementing thematic strategies and learning agendas in the form of systemic inquiries,
- Support capture and use of evidence
- Support the organisation to analyse, synthesise and make sense of evidence to understand what changes it contributes to, and to report on the achievements of grant and investment portfolios.
- Facilitate learning and sense-making spaces and processes to enable learning on portfolio and organisational levels.
- Ensure that programmes include a well-designed MEL component and advise grant managers and partners in MEL design.
- Coordinate SL&E services and manage external providers, such as evaluators, MEL experts, data analysts, data visualisation experts, etc.
- Represent the Foundation in communities of practice and events relevant to our SL&E and bring fresh ideas and good practices into the organisation.

Qualifications & Experiences

- Master's degree, ideally with a transdisciplinary orientation, or equivalent professional experience/qualifications;
- Sufficient professional experience in designing and managing MEL systems, interdisciplinary research, or evaluations that inform strategy.
- Experience with a broad set of methods and approaches to monitoring, evaluation, and learning, ideally integrating different ways of knowing / non-traditional approaches to knowledge generation and applied in complex contexts.
- Experience in designing and facilitating participatory learning and evaluation processes that close learning loops in adaptively managed teams and initiatives, involving diverse voices, including those of children and young people.
- Lived experience in a low-income country is an asset.
- Excellent communication skills (verbal & writing skills) in English. Some French, Spanish and German language skills are an advantage.

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What we are looking for

- Ability to perform in a fast-paced environment.
- Positive outlook; problem solver; high learning agility.
- Ability to communicate and work with a diverse set of people, including team colleagues and global grantee partners from a range of cultural settings.
- Ability to take initiative and adaptively manage progress.
- Ability to hold multiple contrasting perspectives at the same time.
- Willingness to travel for up to 20% of their time, mainly to low and middle-income countries.

Our offer

We are working at the forefront of innovations in human and social development and offer an environment where entrepreneurial thinking, innovation, collaboration and team spirit are highly valued.

Located in the centre of Basel, our staff has access to state-of-the-art facilities and flexible work arrangements; partial home office is required.

Application and selection process

Interested and qualified candidates submit their application (CV and motivation letter) no later than 31. May via cinfoPoste. If you have further questions, please contact recruitment@cinfo.ch.

Candidates preferably have a valid work permit or can easily obtain a permit for Switzerland.