



## Associate Monitoring & Evaluation, Islamabad

### I. Background

Pak Alliance for Maths and Science (PAMS) is a non-profit organization that aims to inspire a love for learning, and to develop cognitive and critical thinking abilities in Pakistani children. PAMS provides technical support to the federal and provincial education departments, donor agencies, and its partners on implementing scalable STEAM and foundational learning (largely primary-grades' reading skills) solutions in Pakistani government schools, in addition to conducting research on education policy. The organization's head office is in Islamabad, with policy units' teams also based in Karachi, Lahore, Gilgit, Peshawar, and soon in Quetta.

### II. Why we are hiring

PAMS is leading a technical assistance project for the implementation of a STEAM program at the national level, as well as for technical assistance to the federal and provincial education departments for the development and implementation of a foundational learning program. M&E is a key component of PAMS' operations, seeking to create impact through meaningful engagement with a diverse set of stakeholders to create sustainable impact on Pakistani children's learning experience in classrooms and schools.

### III. Scope of Work

The incumbent will report to the STEAM Team Lead and work closely with the program team. The objective of this position is to ensure smooth coordination, track progress on milestones, and provide reporting support to the multiple stakeholders. The M&E Associate will be required to undertake the following routine tasks:

- Contribute to the creation and sharing of knowledge by summarizing and documenting results, lessons learned and good practices from the implementation of the project/field partners
- With support from TL, develop a rigorous M&E framework and tracking mechanism for various programs/projects at PAMS
- Develop M&E tools, surveys and reporting formats to capture relevant information related to the various projects
- Ensure compliance with reporting requirements for various PAMS' projects and programs
- Provide input on program design and strategy by using data insights to recommend adjustments
- Coordinate with Head Teachers / Principals and school focal persons for quality assurance of program related activities and interventions, as well as for research, consultations or focus group discussions
- Contribute to the development of M&E frameworks for government counterparts (federal and provincial)
- Liaise with the EMIS units/wings and/or M&E wing of all provincial education departments
- Collect, compile, and analyze quantitative and qualitative data for existing and upcoming education projects, including sharing key insights from existing dashboards
- Conduct field visits to monitor project delivery (on need basis)

### IV. Qualifications Required

- A minimum of a four-year undergraduate degree
- Strong communication and writing skills in English and Urdu
- Motivated, proactive, and committed personality
- A minimum of one year of work experience, preferably including data analysis

### V. Deployment

- This is an Islamabad-based position; with field visits to schools/districts as required
- The selected candidate will be offered a contract till June 30<sup>th</sup> 2024, subject to renewal annually

To apply, please send in your resume and a note explaining your interest in the role to [careers@mathsandscience.pk](mailto:careers@mathsandscience.pk) by 20<sup>th</sup> October 2024. Applications will be considered on rolling-basis.