



World Vision International (WVI) Nepal is a part of the World Vision International global partnership operating in more than 100 countries. WVI started its long-term development programme in Nepal since 2001 to contribute for well-being of children. At present, WVI Nepal has long-term development programmes in 16 districts (Udayapur, Sarlahi, Mahottari, Rautahat, Sindhuli, Kathmandu, Lalitpur, Lamjung, Jumla, Kailali, Achham, Doti, Bajhang, Dailekh, Jajarkot and Kanchanpur) across six provinces of the country with the goal to improve the well-being of 0.8 million children, in particular the most vulnerable ones.

**\*\*Short Term Support Opportunity: World Vision International Nepal is seeking qualified individuals for Short Term Support**

**1. Child Expression Worksheet Short Term Support based at National Office [25 positions]**

This position will support NO Sponsorship during FY23 CEW (Child Expression Worksheet) review and translation. CEWs play an important role in Sponsor retention and CEWs are often the only written input that sponsors receive from the child. The following are the tasks and requirements for the FY23 CEW Short Term Support

**Duration of Engagement**

- 30 working days.
- May 22 – June 30, 2023

**Tasks**

- CEW Quality Review
- Translation of Child Input from Nepali to English
- CEW Barcode verification
- Support in CEW dispatch

**Minimum Requirements**

- Above 18 years of age
- Should be able to commit to office hours (9 a.m. to 5 p.m.) on working days (Monday to Friday).
- Should have completed Grade 12/A-levels/IB
- May be enrolled in Bachelors program, if able to commit to office hours
- Should have Nepali Citizenship.
- Good translation skills from Nepali to English language

- Legible handwriting.
- May be required to work on weekend.

## **2. Evaluation and Research Specialist Short Term Support based at National Office [1 position]**

Monitoring Evaluation Accountability and Learning (MEAL) unit under Programme Development and Quality Department (PDQD) works mostly on evidence generation, analysis, and publication by conducting several performance evaluations (baseline, mid-term, end line), routine data analysis, research, and process documentation that will support in the programme (re)design, quality assurance and developing new projects/proposals.

There are about 16 baseline/end line studies (including mid-term review of technical programmes), one area programme assessment, one GESI assessment, two in-house research, and analysis of four units monitoring data analysis has been planned for FY 2023. Among these 24 activities, 8 activities are completed and five are ongoing during the semi-annual period and all the ongoing and remaining studies should be completed by September 2022. This term of reference (TOR) highlights the scope of work for a short-term staff who will support the Evaluation and Research team, especially in work-related to evaluation/assessment and research. Please refer to the detailed scope of work highlighted below. The title of this position will be “Evaluation and Research Specialist”

### **Objectives of the service**

The ER Specialist is expected to the Evaluation and Research team on works related to research/assessment and evaluation for WVI Nepal in close coordination with the MEAL team.

### **Duration of Engagement**

3 months starting from May

### **Scope of work**

The ER Specialist should work in at least five projects in a period of 3 months in close coordination with ER manager.

1. SIKAI Project: analyse the child functional model datasets and medical screening dataset collected in different time series to examine the association and relation among the specified (collected) dependent and independent variables.
2. Nepal READS Project: analyse the baseline data collected to record the pre-intervention status for Nepal READS project and write a study brief.
3. SBC Kanchanpur Project: support to collect qualitative data for the evaluation study of the SBC Kanchanpur project and conduct analysis in reference to the evaluation criteria.

4. Online Abuse Research: analyse the survey data collected for ‘Online Abuse among Children Research’ and highlight the highlights observed in comparing association among the relevant background variables with descriptive and inferential statistics.
5. TP mid-term review: Support to analyze the TP mid-term review data collected from household and child surveys to report the indicators
6. There can be some work to support the MEAL team based on immediate requirement.

Relating to the scope of work explained above, the following table highlights key deliverables:

<b>Project/work</b>	<b>Deliverables</b>
SIKAI Project:	<ul style="list-style-type: none"> <li>• Cleaned and labelled datasets</li> <li>• Descriptive tables/graphs in agreed format</li> <li>• Inferential statistical analysis result in an agreed format</li> <li>• SPSS syntax or STATA DO File of data management and analysis process</li> <li>• Brief report to document and interpret the findings in an agreed format</li> </ul>
Nepal READS Project:	<ul style="list-style-type: none"> <li>• Cleaned and labelled datasets</li> <li>• Descriptive tables/graphs in an agreed format</li> <li>• SPSS syntax or STATA DO File of data management and analysis process</li> <li>• Analysis brief with info-graphics in agreed format</li> </ul>
SBC Kanchanpur Project:	<ul style="list-style-type: none"> <li>• All qualitative data files that were collected and used for analysis</li> <li>• Cleaned and labelled survey datasets</li> <li>• Comparative analysis (with baseline data) result in agreed format</li> <li>• SPSS syntax or STATA DO File of data management and analysis process</li> <li>• Brief evaluation report (max 25 pages) including all sections in agreed format</li> </ul>
Online Abuse Research:	<ul style="list-style-type: none"> <li>• Cleaned and labelled datasets</li> <li>• Descriptive tables/graphs in agreed format</li> <li>• Inferential statistical analysis result in agreed format</li> <li>• SPSS syntax or STATA DO File of data management and analysis process</li> </ul>
TP mid-term review:	<ul style="list-style-type: none"> <li>• Cleaned and labelled datasets</li> </ul>

Project/work	Deliverables
	<ul style="list-style-type: none"> <li>• Comparative analysis result of relevant indicators at TP and AP level</li> <li>• SPSS syntax or STATA DO File of data management and analysis process</li> </ul>
AOB	<ul style="list-style-type: none"> <li>• Support on MEAL priority</li> </ul>

Likewise, the following will be applicable.

- The ER Specialist will not be a full-time employee (or contributor) of any other organization or firm.
- S/he is expected to work from office (WVI Nepal National Office) for at least 50% of the working days to allow close coordination and collaboration among the relevant team and another 25% of the time in the field.
- During the field visit time, the travel cost, per-diem, and hotel expenses will be covered by the organization as per its policy and practices.
- ER Specialist must keep the documents and information confidential, as per WVI Nepal policies and practices. For this, s/he has to sign a non-disclosure agreement.

### **Qualification and experiences**

The ER Specialist must be an individual research professional with experience and expertise as highlighted below:

#### **Qualification:**

Master's degree in statistics, demography, sociology, social work, public health, or related discipline with a minimum of three years' experience in the area of evaluation and research on humanitarian issues.

#### **Skills and experience:**

- Demonstrated experience in research study design using methodological variation, varied tools and data analysis in a sensitive social issue along with expertise in project evaluation.
- Experience in gathering and systematizing large amounts of data from multiple sources including either or both quantitative and qualitative data project evaluation.
- Expertise in quantitative data analysis (using SPSS or STATA) using systematic approaches in an efficient manner. Sound in inferential statistics particularly on comparative data analysis for time series data and pre-post intervention data.
- Professional level of research and evaluation report writing skill in English.
- Preferred experience in working with a child-focused humanitarian organization.

#### **Reporting mechanism**

The ER Specialist will be closely working with and supervised by the Evaluation and Research Manager of WVI Nepal.

**Candidates fulfilling the criteria mentioned may apply by sending your CV & Application Letter to the email address [NPL-Vacancy@wvi.org](mailto:NPL-Vacancy@wvi.org) mentioning the name of the position as subject of the email by Monday May 1, 2023 5:00 PM.**

*“World Vision is committed to achieving diversity, as the diversity of our teams is critical to our overall success. WV welcomes applications from qualified professionals all over Nepal. Women, people with disability, and members from other marginalized groups are strongly encouraged to apply.”*

*“Children and vulnerable adults who come into contact with WV as a result of our activities must be safeguarded to the maximum possible extent from deliberate or inadvertent actions and failings that place them at risk of abuse, sexual exploitation, injury, and any other harm. One of the ways that WVI Nepal shows this on-going commitment to safeguarding is to include rigorous background and reference checks in the selection process for all candidates, in accordance to its Child and Adult Safeguarding Policy. WVI Nepal has zero tolerance to child rights’ violations, by employees and/or affiliates.”*

**WVIN reserves all rights to qualify/disqualify applications in any case.  
People & Culture Department  
World Vision International Nepal**