

**Starting date:** 9 July 2018 or as soon as possible

**Contract Type:** Fixed-term contract until end of 2020 with the possibility of extension to open-ended contract depending on funding availability.

**Salary:** Starting £45,000, commensurate with skills and experience.

**Location:** London, UK (Geneva, CH also possible)

**Application**

**closing date:** 6 May 2018



## Description

The Better Cotton Initiative (BCI) — the largest cotton sustainability programme in the world — aims to reach 5 million farmers worldwide with more sustainable agricultural practices, and account for 30% of global cotton production by 2020. In less than 10 years, the Better Cotton Initiative and its Partners have supported over 1.6 million farmers in 23 countries in adopting more sustainable agricultural practices. Thanks to these efforts, Better Cotton accounts for around 15% of global cotton production. We are truly a joint effort, encompassing stakeholders all the way from farms to fashion brands and civil society organisations, driving the cotton sector toward sustainability. BCI aims to transform cotton production worldwide by developing Better Cotton as a sustainable mainstream commodity.

BCI is seeking a highly motivated and qualified professional to step in as maternity cover for its M&E Manager and help deliver an ambitious 3-year project aimed at developing an innovative sustainability indicator reporting framework for the entire cotton sector, and cutting across other agricultural commodity sectors. This challenging role will provide the right candidate the opportunity to contribute to the cutting edge of sustainable development measurement and reporting. Mirroring BCI's engagement with a range of stakeholders, its M&E efforts include an exciting array of approaches. In collaboration with its implementing partners, BCI monitors farm-level performance to enhance learning and practice adoption, including the collection of seasonal results data from hundreds of thousands of farmers. Also, with the development of a more robust information management system, the possibilities for analysis and learning continue to expand, with a strong new focus on the aggregation of results to enable high level understanding of trends over time. The post is linked to a maternity cover and a fixed-term project funded until the end of 2020. BCI has the ambition to grow its Monitoring, Evaluation, and Learning capacity, but the possibility for extension to a permanent full-time position will depend on the availability of funds.

## Responsibilities

### **Develop Improved Sustainability Indicators Measurement and Reporting Approaches (30%)**

- Help deliver a new BCI project titled, the *Delta Project*, that brings together actors from sustainable standards and conventional industry to align on principles of responsible and holistic sustainability measurement and reporting. The project also aims to build on existing initiatives to develop a cross-commodity indicator framework, then harmonise digitisation to enable future aggregated reporting. Activities will include liaising with BCI members and project partners, conducting research, convening webinars and in-person meetings, and contracting consultants to support the project.
- Contribute to the development of impacts measurement and reporting solutions that respond to the needs of BCI's different member groups, notably retailers and brands to enable estimation of the impact of their sustainable sourcing efforts.

### **Manage Data Analysis & Learning Activities (50%)**

- Conduct global, consultative review of BCI's data collection process and propose improvements that provide both increased feasibility for BCI's implementing partners and ensure the highest level of data quality possible.
- Develop and implement pilot alternative data collection processes in a selection of countries. As feasible, explore and test mobile technology solutions.
- Study cutting edge and proven approaches to results monitoring used in sustainable agriculture programs and document recommendations for new methods BCI could adopt in the future. Particular emphasis should be placed on measuring soil health, water stewardship, and decent work.
- Oversee the work of the Data Analysis and Learning Coordinator, which includes analysis of annual harvest results per country, production of regular internal and external reports, ad hoc analyses, and coordination of feeding back learning from results dashboards to producers.
- Liaise with in-country programme teams as needed to ensure timely and quality data collection, cleaning, and validation with BCI partners.
- Work with Coordinator to identify and develop improved results dashboards to enhance learning among BCI staff and implementing partners.
- In collaboration with the Coordinator, participate in the ongoing development of BCI's information management system.

### **Research and Evaluation (10%)**

- Coordinate ongoing research activities and independent evaluation studies focused on BCI, including liaising with researchers and in-country staff, reviewing draft reports, and ensuring internal or external distribution of reports and learning products.
- Working closely with the Director of Standards, Assurance and M&E, prepare and update BCI's response to independent evaluations.

### **Ensure Compliance with ISEAL Impacts Code (10%)**

- Manage BCI's participation in the ISEAL-commissioned independent evaluation of BCI's compliance to the Impacts Code, which is scheduled for Q4 2018.
- Build on existing documentation to ensure complete set of evidence is available on time.

**The candidate will have the following skills, experience, and attributes:**

**Required**

- Hold a university degree in a relevant field.
- At least 8 years experience working in related fields.
- At least 5 years experience working on monitoring and evaluation, including design of systems and tools, data collection, data analysis, and report writing.
- Experience and interest in sustainable agriculture, notably with smallholder producers in rural areas.
- Experience developing and implementing ICT4D (information, communications, technology for development) in varied contexts for activities such as data collection, beneficiary feedback, or provision of crop advice.
- Experience with, or knowledge of scientific impact measurement approaches such as life cycle impact assessment, natural capital accounting, science-based targets, impact monetisation, etc.
- Strong computer skills and IT literacy, to include: Excel, Word, PowerPoint.
- High level proficiency in English, both written and spoken, with the ability to communicate clearly, concisely, and authoritatively.
- Proven experience in expressing complex subjects in simple ways.
- Demonstrated project management skills.
- Ability to multi-task and keep track of several projects running in parallel.
- Ability to travel within Europe, Asia, and Africa.

**Desirable**

- Good understanding of certification/verification processes in the context of sustainable agriculture initiatives, notably smallholder agricultural sector with largely informal labour arrangements.
- Facility with business intelligence and data visualisation tools, in particular Tableau or Power BI.
- Experience building and managing information management systems.
- Experience in quantitative and qualitative research methods and participatory evaluation methodologies.
- Experience working with multi-stakeholder initiatives.
- Fluency in one or more languages of interest to BCI (French, Portuguese, Mandarin, Hindi, Urdu, Turkish, Russian).
- At least 1 year international working experience, preferably in Africa and/or Asia.

**Working Arrangements**

The position is full-time (40 hours per week) and will be based in the BCI Secretariat (Geneva or London). BCI offers flexible working, with core hours being 10am – 4pm and the possibility of working from home.

The M&E Manager is expected to attend special events, some of which may occur in the evenings or weekends. Travel will be required (10-15%) including some travel to remote cotton-growing areas in Asia and Africa.

# Monitoring & Evaluation Manager

## Post Announcement



### Applications:

Interested applicants with the required attributes are asked to send a detailed CV (3 pages maximum) and a motivational letter (2 pages maximum), in English, by email to: [recruitment@bettercotton.org](mailto:recruitment@bettercotton.org) with subject: "Application M&E Manager".

We thank all applicants for their interest; however only shortlisted candidates will be contacted.

BCI is currently unable to provide sponsorship for work permits, and candidates need to have a pre-existing right to work in the location where they will be based.

BCI is an equal opportunities employer, and is committed to good practice and transparency in the management of natural, human and financial resources.