

Knowledge Management & Learning Specialist

Official Position Title: Program Officer, Backstop 02, FSL-0343-03

Functional Title: Knowledge Management & Learning Specialist

Location of Position: U.S. Agency for International Development; Bureau for Food Security; Office of Strategic Planning and Performance Management; Monitoring, Evaluation & Learning Team

Position Grade: FSL-03

Salary Range: US\$84,095 - US\$123,497

Position Closing Date: December 27, 2016, 11:59 PM EST

Description of the Bureau: The USAID Bureau for Food Security (BFS) leads coordination and implementation of Feed the Future, the U.S. Government's global hunger and food security initiative. BFS brings together programmatic, technical, and regional expertise from throughout USAID to assist 19 Feed the Future focus countries and additional aligned countries and regional programs with strategic design, implementation and monitoring and evaluation. BFS coordinates Feed the Future's 10 additional U.S. Government partner agencies and departments, most recently on development and implementation of the new U.S. Government [Global Food Security Strategy](#). This strategy, delivered to Congress as a requirement of the Global Food Security Act of 2016, charts how U.S. Government partners will support developing countries over the next five years to achieve lasting progress in food security and nutrition.

Description of Office or Team: The Strategic Planning and Performance Management (SPPM) Office oversees functions related to budget, program planning, monitoring, evaluation, and knowledge management. The Monitoring, Evaluation, and Learning (MEL) Team sits within the SPPM office. The mission of the team is to ensure accountability, learning, and increased effectiveness across USAID food security programming by developing and maintaining a robust system and clear processes for measuring results of food security activities; providing leadership and guidance on monitoring, evaluation, and learning for food security programs and the broader food security sector; translating lessons learned (and evidence) to improve performance and inform program design, strategies, and resource allocation; and managing centrally-funded monitoring, evaluation, and learning activities that support accountability and learning goals across food security programs.

Description of Position: The Knowledge Management & Learning (KML) Specialist will provide support to develop and execute KML functions of the U.S. Government's Global Food Security Strategy (GFSS). Duties will include: 1) providing guidance and technical assistance to USAID operating units (OUs) on KML activities; 2) managing KML-related contracts and grants for food security; 3) manage and support knowledge sharing platforms and events that support learning among USAID staff and development partners; and 4) providing data-driven analyses and assessments to achieve the goals of USAID and Operating Units. The KML Specialist will be under the supervision of the Learning Team Lead.

Description of Key Duties: The KML Specialist will provide technical, analytical, administrative and/or managerial support for all stages of KML design and implementation. S/he will manage contracts and/or grants that perform activities that provide KML services and support to food security programs. The KML Specialist provides USAID OUs technical and analytical leadership and guidance on KML activities of food security programs. S/he provides technical support to USAID by staying informed of technical developments and methodologies in knowledge sharing and learning through work with relevant offices in USAID and other partners. S/he assists OUs with assessments and evaluations of KML activities and with the development of effective new strategies and activities based on evidence.

Qualifications Required: This position requires experience designing or managing KML functions in international development contexts; experience working in cross-cultural environments; experience working with US Government project and activity management procedures, procurement processes, and contract and/or grant management; and knowledge of KML processes, information support systems and in-person/online facilitation techniques.

Eligibility: Only U.S. Citizens may apply.

Veteran's Preference: BFS will consider veteran's preference eligibility as a positive factor in making FSL selections. Applicants eligible for veteran's preference must include that information in their cover letter and should attach supporting documentation (e.g., the DD 214, Certificate of Release or Discharge from Active Duty and other supporting documentation) to their submissions.

Application Instructions: Please send detailed CV, cover letter and any supporting documentation to bfsjobs@usaid.gov with the position's official and functional titles in the e-mail subject line, by the position closing date listed above.

In your cover letter, please also:

1. indicate your U.S. citizenship status
2. indicate your veteran's status, if any, and
3. include contact information (name, title, e-mail and telephone) for three references, one of which must be a current or former supervisor.

For more information: <https://feedthefuture.gov/lp/opportunities-join-feed-future-team>