



Job Title: Aid Management Consultant

Duration: 6-9 months, beginning no later than 4 January 2016

Location: Manila, Philippines

In Search Of:

Someone who geeks out over maps, loves getting into the weeds of data use, and has a passion for sharing the gospel of GIS.

The Day-to-Day:

The Aid Management Consultant (AMC) will assist the Government of the Philippines in creating and using geospatial data on aid activities throughout the country. This will include assisting the Government of Philippines (specifically the National Economic Development Authority - NEDA) with the coordination of data input and updates by its partners in the government and funder community, capacity building for data management, and training of government and DP staff to analyze and use GIS data for planning, monitoring, evaluation and policy.

The AMC will work hands-on in partnership with government staff to ensure that a sustainable process for data collection is implemented, and that skills and tools for using those data are available to the government of the Philippines. In addition, the AMC will work with the government to coordinate with development partners for the update of geospatial information, including collecting relevant documentation from development partners and government and training on usage of GIS data. The AMF will train partners on different tools and methods for policy-oriented analysis (especially geospatial analysis) and assist in designing and training for the rollout of a newly developed GIS visualization system.

The AMC will also train new users on the new GIS system, track any issues reported with system usage, and serve as the first point of contact in fielding questions from its users.

What You Will Add to Your Resume:

- Coordination of in-country collection of geospatial data
- Validation of data in the system; checking for data inaccuracies and data completeness
- Support the preparation of report and donor profiles
- Preparation of professional presentations for meetings
- Work daily with government partners to fine tune and implement data validation, reporting, and accountability mechanisms and processes for AMP
- Continuous training of the AMP business administrators and donors (as needed)
- Liaise with the DG technical team regarding technical issues or questions from partners

Qualifications:

- 3-4 years of experience in project management
- Excellent communication skills
- Fluent in English and Filipino
- Able to work independently and with a team
- Excellent knowledge of MS Office software (Word, Excel, Power Point)
- Experience in training and capacity building
- Professional demeanor and excellent interpersonal skills
- High level of comfort adapting to new systems and technologies
- Demonstrated self-direction and personal initiative
- GIS experience preferred

About Development Gateway:

Development Gateway is a US-based nonprofit organization with a mission to empower development professionals, governments, and citizens with the information they need to improve lives. Through a combination of global advisory services and custom technology solutions, DG makes development information easier to gather, access, use, and understand.

To apply, please email your CV and cover letter to vgoas@developmentgateway.org. Please put “Philippines Aid Management Consultant” in the subject line. Only those chosen for an interview will be contacted.