Job Title: Aid Management Fellow
Duration: 6-8 Months
Start Date: 1 September 2015
Location: Niamey, Niger

Context:

Since 2009, the Government of Niger has used the Aid Management Platform (AMP) — a web-based customizable Aid Information Management System — to track relevant on- and off-budget development activities provided by multilateral and bilateral aid organizations, local and international NGOs, the private sector, and the government in Niger.
However, after a period of political instability, the AMP experienced some lethargy. Despite being managed by the *Cellule de Coordination de l'Aide* (CCAE) within the Department of the Ministry of Plan, Land Use, and Community Development (MPATDC), the AMP's awareness is relatively low among key stakeholders, including among development partners in Niger.

With funding from the United States Agency for International Development (USAID) and the African Development Bank (ADB), the Government of Niger (specifically, the MPATDC) reached out to **Development Gateway** to acquire a new version of the AMP, that includes a GIS module which allows for a visual representation of the development partner aid portfolio in Niger. The Government of Niger also wishes to strengthen the capacities of the MPATDC, in particular that of the General Direction of Planning (DGP), to maximize the effectiveness of the AMP as an aid coordination tool as well fully take advantage of the system's advanced features of data analysis.

It is in the context of reviving the AMP that Development Gateway will provide institutional support to Government of Niger via processes such as the drafting of a data management plan, which describes the roles and responsibilities of AMP stakeholders and users.

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. DG has more than 14 years of experience in Africa, Asia, Latin America and Europe. DG's clients and partners are key players in the international development space, including over 20 partner country governments, development agencies such as UNDP, USAID, the European Commission, the World Bank, UNICEF, OECD, the African Development Bank, the Asian Development Bank, as well as innovative private and non-governmental organizations around the world.

Job Description:

The Aid Management Fellow (AMF) will work at the Ministry of Plan (CCAE) for the duration of his/her contract. S/he will assist the Government of Niger and development partners with data collection, analysis, and reporting. The Fellow will focus on ensuring that the processes for data collection, entry, and analysis are well established as well as work to set-up data validation procedures.

In addition, the AMF will support the CCAE unit in creating reports and other outputs as needed. The AMF will also be responsible to work with the AMP team to ensure collected project data, including geographic information, are accurate and updated on a consistent basis. In addition, the AMF will also be responsible to help strengthen the capacities of government staff and development partners in the management of aid information via sharing AMP good practices and conducting various trainings on data analysis and uptake. The goal is that this data analysis can then be used to enhance evidence-based decision-making, effective communication and targeted resource mobilization in Niger.

Main Responsibilities:

Data Management
- Build the capacity of government counterparts to assume greater responsibility for the management and oversight of the Aid Management Platform (AMP), an online solution for tracking, managing, and reporting on development assistance.
- Work with counterparts to fine-tune and implement data validation, quality control, reporting, and accountability processes.
- Train donor staff to input project information into the AMP system and serve as a liaison between development partner organizations and government counterparts.

Data Analysis
- Train government staff and other stakeholders on sector coding and geocoding methodologies.

- Build the capacity of government staff and other stakeholders to conduct statistical and geospatial analyses of aid information.
- Work with government counterparts on creating and improving annual and quarterly governmental reports using AMP.

Stakeholder Outreach
- Deliver presentations to government and donor stakeholders (at both the high and working level) to build awareness and support for AMP.
- Conduct outreach among civil society organizations, universities, and other stakeholders to increase uptake and utilization of geocoded aid information.

Note that the selected AMF will benefit from training prior to travel to Niger.

<u>Qualifications:</u>
- Master's degree in International Development or a related field;
- 1-2 years of proven analytical and data experience;
- Excellent (written and verbal) communication and presentation skills
- Fluency in French (required), English (a plus);
- Proven ability to work independently, in cross-cultural, cross-functional environments;
- Excellent knowledge of MS Office (Word, Excel, PowerPoint);
- Experience in conducting trainings;
- Professionalism and excellent interpersonal skills;
- Ability to adapt to new systems and new technologies;
- Excellent organizational skills to manage a broad and unpredictable workload, meet deadlines, and be self-motivated;
- Experience in sub-Saharan Africa (a plus).

To apply, please send your CV and cover letter to <u>vgoas@developmentgateway.org</u>. Please use "Niger Aid Management Fellow" for the email subject. Only shortlisted candidates will be contacted.