



**Evidence.
Ideas.
Change.**

Application pack

Director - Global Learning for Adaptive
Management - Politics and Governance

Ref.: POGO0320

Location: London

Closing date: Wednesday, 18 March 2020

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ODI is an equal opportunities employer.

The Overseas Development Institute is a Charitable Company limited by guarantee:
Charity No: 228248. Registered in England and Wales: Company No: 661818.

Candidates are strongly advised to study ODI's activities and objectives before completing an application form. Further information can be found on odi.org.

An introduction to ODI

Who we are

ODI is an independent, global think tank, working for a sustainable and peaceful world in which every person thrives. We harness the power of **evidence** and **ideas** through research and partnership to confront challenges, develop solutions and create **change**.

ODI has around 240 staff, two-thirds of whom are researchers with the remainder providing a range of communications and professional expertise.

What we do

- We undertake cutting-edge research and analysis to generate evidence, ideas and solutions.
- We act as trusted, expert advisers to those making change around the world.
- We bring people together to turn ideas into action.
- We communicate our work around the world to increase its reach and impact.

Our guiding principles



We are **independent** and trusted: established in 1960, ODI is non-partisan, non-profit and evidence-driven. Our independence is the cornerstone of our credibility. It allows us to develop fresh ideas, challenge orthodoxies and take the risks we need to succeed.



At a time when the world is faced with complex dilemmas, **innovation** will be essential to finding, testing and scaling bold ideas and solutions. We will be increasingly innovative in the ways in which we bring people together, communicate ideas and increase our influence.



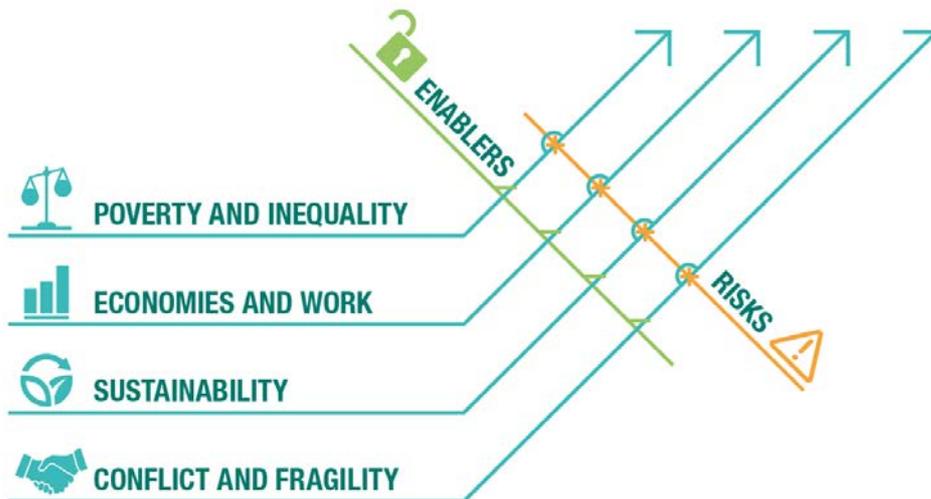
We are a **global** organisation, with staff, partners and ODI fellows in 50 countries around the world. The changes we seek require local knowledge, new relationships and perspectives, and credibility with decision-makers at both the national and international levels. We will therefore strive to broaden where we work in the world, as well deepen and strengthen our links with who we work with, especially at country level.



ODI exists to have real **impact** for those who need it most. This is at the centre of our thinking about what to do, where to go and how we measure our success.

Our work

Our work addresses four key global challenges, and explores the tools and approaches needed to enable progress and address risks.



Our values



Independence

Our work is independent from our funders. Staff are able to challenge donor thinking and policy and the wider development consensus.



High quality

We ensure best practice, innovative approaches and continuous improvement in our research, policy advice and public affairs.



Fairness, diversity and equality

We treat all staff and partners fairly and with respect.



Working together

We continuously try to foster better relationships throughout the organisation. We believe that by working together in a supportive environment, we will achieve more and have greater impact.



Transparency and accountability

We report openly on our use of public funds, and fully communicate our work to our donors, research subjects and partners.



Sustainability

We use resources in a sustainable way, conscious of our impact on the environment.

Job description

Position Title	Director - Global Learning for Adaptive Management
Department	Politics and Governance
Accountable To	Director of Programme - Politics and Governance
Responsible For	Research and Programme staff

Job Summary:

To lead [Global Learning for Adaptive Management \(GLAM\)](#), a strategic multi-year initiative and an ambitious portfolio of work aimed at strengthening agile or adaptive monitoring, evaluation and learning practices for complex development problems. This initiative aims to support changes in MEL practices and policies for DFID, USAID and their partners, in ways that combine both rigour of evaluative thinking and scope to adapt and learn as they are implemented.

The Director provides intellectual leadership and management across the consortium, with support from the ODI Project Management team. The Director provide clear direction, oversight and management of the GLAM consortium. Beyond GLAM, the Director will play a strategic role developing new projects and advising and supporting ODI staff and partners on the development and use of appropriate monitoring and evaluation tools and methods for complex policy areas, helping drive forward our technical assistance and policy thinking in this area.

GLAM is implemented by a consortium, which is led by the Overseas Development Institute (ODI), with the Institute of Development Studies of the University of Sussex (IDS), Oxfam, International Rescue Committee (IRC), Oxford Policy Management (OPM), Social Impact and ThoughtWorks.

Responsibilities and Duties:

1. Provide strategic direction and thought leadership for the Global Learning for Adaptive Management initiative

- Provide intellectual leadership on monitoring, evaluation and learning for adaptive management for a large, complex consortium
- Setting and delivery of a research and technical advisory agenda that generates evidence and learning about effective and innovative monitoring, evaluation and learning for adaptive management
- Oversight of programme delivery, with responsibilities for developing and delivering on workplans, overall quality control and management of contract and relationships with DFID and USAID

2. Lead research and advisory work

- Further developing and delivering an ambitious research agenda for GLAM, that seeks to better understand and advance monitoring and evaluation practices, with a particular focus on more developmental, real time and agile evaluation models
- Producing flagship publications accessible for a non-technical audience, for instance setting out innovation in tools and methods, or capabilities and practices for the above

- Providing technical leadership and managing research teams to deliver innovative and cutting edge research into MEL methods, tools and practices for complex problems, ensuring research meets quality standards and best practice
- Supporting and further developing technical support to a range of donors and development organisations to utilise guidance and change their internal monitoring, evaluation and learning practices

3. Project oversight including contract and donor relationship management:

- Work closely with the donors funding GLAM to ensure we are working to an agreed common vision and ways of working
- Ensure the delivery of the programme of work to time and quality, including payment milestone deliverables and flagship outputs
- Coordinate and manage a large consortium and network of partners to maintain shared vision and collective working
- Ensure quality by managing the performance of GLAM's core team and guiding ODI staff and others involved in the project to deliver high quality work, overseeing a robust quality assurance process for deliverables
- Work closely with the management team to ensure sound financial management of the programme, including value for money and narrative and financial reporting

4. Drive GLAM's public affairs and communications endeavours:

- Support and ensure the dissemination and understanding of GLAM's work to a range of audiences, including DFID and USAID staff
- Present new ideas to high level policy audiences
- Design and deliver flagship events and dissemination opportunities
- Provide ongoing commentary on key issues and disseminate flagship products as needed

5. Contribute to the MEL agenda and developing new projects for the thematic area:

- Develop new concepts and ideas that further the goals and objectives of the programme
- Engage with donors to attract their interest in and funding for the programme
- Oversee the preparation and submission of bids and proposals in your thematic area

6. Engage in the collegiate life of the institute

- Work collaboratively with all ODI's functional teams in their support to the initiative
- Collaborate and coordinate with other programme teams to share ideas and learning and to undertake multidisciplinary work
- Undertake peer review and guidance to colleagues working on MEL and adaptive management

7. Undertake such other duties within the scope of the post as may be requested by their Manager

Requirements:

Knowledge and Qualifications

- Internationally recognised expert in monitoring, evaluation and learning (MEL) approaches and methods and their practical application
- Extensive and deep knowledge of complex development sectors and problems, for instance public sector reform, governance, women's empowerment or similar and the challenges of applying traditional MEL models to these areas
- A degree and post-graduate qualification in a relevant discipline, preferably a PhD.

Experience

- Extensive experience in monitoring, evaluation and learning, policy-oriented and applied research and/or direct policy formulation at a senior level, demonstrated by a track record of influential publications and/or delivery of policy or programmatic initiatives with a focus on monitoring, evaluation and learning in the face of complex and dynamic problems .
- Experience of leadership and management at senior level of complex projects and large consortia, including effective donor relationship and partnership building and the provision of technical support and advice

Skills/Abilities

- Ability to lead and manage a research, policy advice and public affairs team, including managing performance and developing staff
- Values-driven and exceptional integrity, including ensuring a safe working environment and equal opportunities for all
- Excellent research and analytical skills, a capacity to write clearly and persuasively (including to non-technical audiences), and first class communication skills.
- Excellent Project management skills, including an ability to work collaboratively within policy and operational organisations, to ensure effective programming and delivery
- Experience in delivering training, developing policy guidance and technical support on MEL tools and methods, in order to strengthen capacities
- Skills in negotiation, listening, communication of ideas, problem solving, decision making
- Effective teamwork, inter-personal and collaboration skills
- Proven organisational and time management skills, including managing a complex and varied workload.

Key Relationships and Contacts:

- ODI Managing Director
- Directors/Heads of ODI functional and other programme teams
- Programme and assigned functional staff
- Bilateral and multilateral donors, foundations and related organisations (DfID, EU, OECD, UN, World Bank, major foundations, etc.)
- Policy and advocacy staff at development NGOs, nationally and internationally
- Politicians and senior civil servants
- Academics and other researchers, nationally and internationally

Application process

ODI job site: <https://jobs.odi.org.uk>

Closing date: The closing date for receipt of applications is midnight, UK time, on: **Wednesday, 18 March 2020**

Expenses: It is our policy to only support the travel expenses to attend an interview for those who are travelling from outside the UK. Please contact the HR Department to discuss this and to ensure their approval prior to booking.

Terms of employment

Location: ODI is based at 203 Blackfriars Road, London SE1 8NJ, UK

Salary: £51,466 - £64,888 per annum, grade 6 on ODI's pay structure. Starting salary will be dependent on qualifications and experience, and subject to review.

Salary will be payable by equal monthly instalments (half in advance, half in arrears) on the 15th day of each month.

Hours: 09:30–17:30, Monday to Friday, 35 hours per week.

Contract: Fixed-term All contracts of employment are subject to a six-month probationary period.

Leave: 25 days per annum, plus statutory holidays and 3 days' paid leave for the office closure during the Christmas and New Year period. Maternity, paternity, adoption and parental leave. Full-pay sick leave after a qualifying period.

Pension: The Institute offers a contributory pension scheme with the Universities Superannuation Scheme (USS). www.usshq.co.uk

Union: ODI recognises UNITE and all staff have the right to become members.

Additional benefits

Loans: The Institute offers an interest-free season ticket loan on completion of probationary period.

Cycle to Work Scheme: Save up to 42% on the value of a bike and accessories for commuting, and pay monthly through your salary.

Employee assistance programme: Confidential Health and wellbeing support.

Flexible working options: Support in maintaining a healthy work-life balance.

Maternity, paternity and adoption leave: Enhanced pay for eligible employees after a qualifying period.

Relocation: Assistance is available towards employees who have been recruited from a place outside the UK.

Other information

ODI is based at: 203 Blackfriars Road, London, SE1 8NJ.

Our offices are close to a wide range of cafes and bars, and to Waterloo, Waterloo East and Southwark stations. There are good transport connections to all parts of London.

ODI is within easy walking distance of South Bank Concert Halls, the Old Vic and National Theatres.



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