



FWF – Planning, Monitoring, Evaluation and Learning (PMEL) Coordinator

Vacancy in FWF’s Impact Team

Fair Wear Foundation (FWF) is an Amsterdam-based, international non-profit organisation working to improve labour conditions in garment factories worldwide. We support our 130 member brands with practical knowledge and guidance, and verify their efforts at their headquarters as well as in production countries. And we promote a ‘new normal’ for the global garment industry by targeting a wide range of relevant audiences. We have 45+ Amsterdam-based staff of very diverse backgrounds and work with expert teams in eleven production countries.

Our current PMEL Coordinator has taken on a new role within the organisation and therefore we are looking for a new colleague for our Impact Team:

Planning, Monitoring, Evaluation and Learning Coordinator (32-36 hrs/wk)

FWF’s Impact Team focuses on developing innovative and impactful ways to improve labour conditions for garment workers. The team is mainly responsible for creating and testing approaches, spearheading and coordinating the collection of evidence and knowledge; developing the strategy and policy for topics that cut across the organisation and relate to the outside world; and tracking whether FWF is achieving its objectives.

The PMEL Coordinator will work with the Impact Team to set up and coordinate planning, monitoring, evaluation and learning (PMEL) for both the organisation and a variety of projects and programmes implemented by FWF and its partner organisations.

In addition to contributing to the team’s overall strategy, the PMEL Coordinator would divide his or her time between the following activities:

- Coordinating the implementation of FWF’s ‘Theory of Change’ and the PMEL plan
- Coordinating PMEL for FWF with the organisation’s goals in mind; monitoring and evaluating progress to advise on FWF’s strategy and provide tools for organisational learning
- Working with project managers and content specialists to identify their PMEL needs and coordinating PMEL plans for projects
- Coordinating the collection of PMEL data and reporting on this in line with donor requirements
- Providing support for new funding proposals on PMEL
- Coordinating the PMEL activities within FWF’s strategic partnership and other FWF projects
- Ensuring a good link between information management and evidence collection
- Facilitating training on PMEL for FWF staff in the Netherlands and in production countries
- Supervising external consultants when necessary



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- Supervising MEL activities in garment-producing countries and providing capacity-building support where appropriate.

Skills and qualifications:

We are looking for someone with the following skills and qualifications:

- Graduate degree in information sciences, social sciences or related field, or equivalent through work experience
- At least eight years' experience with PMEL, of which at least three in large, complex international programmes
- Experience with development of PMEL tools and systems, capacity building, learning agenda
- Experience with coordinating and/or implementing qualitative and quantitative MEL approaches
- Experience with the Dutch Ministry of Foreign Affairs funding or similar is desirable
- Experience with a Theory of Change methodology is highly desirable
- Excellent written and spoken English, culturally sensitive and analytical

Please visit www.fairwear.org for more information about our organisation. For more details about the position, you can call Arja Schreij or Hector Chavez at the following number: +31-20-4084255

We offer a salary in accordance with the Dutch government remuneration system (BBRA) scale: scale 11 (€ 3.130,07 – 4.809,66), depending on relevant experience.

If you are interested, please send your CV with cover letter to vacancy@fairwear.org no later than **4 March 2019**. We will interview candidates on 14 and 15 March.

Recruitment agencies are asked to refrain from approaching Fair Wear Foundation about this or any other vacancy.