

<b>Title</b>	International Consultant for Civil Service Commission (CSC)
<b>Organization</b>	Independent Joint Anti-Corruption Monitoring and Evaluation Committee (MEC)
<b>Ref #</b>	MEC-010-01
<b>Duty Station</b>	Kabul
<b>Duration</b>	6 Months
<b>No. of Jobs</b>	1
<b>Nationality</b>	International
<b>Sex</b>	Any
<b>Salary Range</b>	According to Organization salary scale
<b>Announcing Date</b>	Mar-26-2018
<b>Closing Date</b>	Apr-09-2018
<b>Shift</b>	Full time- Saturday through Wednesday, 08:00AM to 04:30 PM
<b>Experience</b>	A minimum of five years of experience in conducting research

### **General Overview of MEC**

In 2010, the Government of the Islamic Republic Afghanistan (GIROA) invited the international community to form the Independent Joint Anti-Corruption Monitoring and Evaluation Committee (MEC), to provide anti-corruption policy advice, and monitor and evaluate progress against specific anti-corruption benchmarks. The MEC was established jointly by the GIROA and the international community, following the London and Kabul Conferences in January and July 2010, respectively, and by Presidential Decree 61, 2010.

The MEC is an independent agency, and is not subject to direction from either the Afghan government or from the international community. Following the London Conference, the Government of the Islamic Republic of Afghanistan invited the international community to form a joint Afghan-International monitoring and evaluation committee. On September 18, 2016, the Afghan president issued Presidential Decree No. 115. This changed the legal status, duties, scope of activities and authorities of the Independent Joint Anti-Corruption Monitoring and Evaluation Committee which abrogates all previous Presidential Decrees. The MEC focuses on:

- Developing anti-corruption recommendations;
- Monitoring and evaluating the anti-corruption efforts of the Afghan government and the international community; and
- Reporting on a regular basis to the President, Parliament, and people of Afghanistan, as well as to the international community about the state of the fight against corruption.

### **Job Summary:**

The primary responsibility of the International Consultant will be to conduct a vulnerability to corruption assessment (VCA) of the Independent Administrative Reform and Civil Service Commission (IARCSC) in Kabul and selected provinces. This is an exciting, ground-breaking study on a difficult but crucial topic. The assessment is being conducted with the full support of Civil Service Commission Authorities.

The VCA will be the first comprehensive analysis of the corruption vulnerabilities across the entire Civil Service Commission. The Analysis will mostly proceed via textual and data analysis, semi-structured interviews, but will also involve analysis of the institutional, policy and legal arrangements of IARCSC.

### **Duties and Responsibilities:**

- The Consultant will work closely with MEC Secretariat staff and will lead the project.
- The project will start in March 2018 and be completed in September 2018 The Consultant is required to be present in Kabul for 80 – 100 days.

- Upon arrival in Kabul, the Consultant will review the assembled documentation and conduct an initial analysis – in cooperation with the IARCSC and MEC – to determine the scope, develop a detailed methodology (research plan) identifying the required resources and work plan of the project, within the first two weeks.
- The consultant will act as the domain expert supporting the team in doing the work – much of which will be interviews and focus groups – collating the results, analyzing the data and developing the findings.
- The Consultant will not be expected to complete, nor be reimbursed for, any tasks performed outside of his or her expected work-days, unless agreed by the supervisor.
- The final number of working days will likely range from 80 – 100, depending on the agreed timeframe and schedule of the Consultant and MEC Team.
- The format, content, and length of the Report can be changed at any time with the approval of the MEC Executive Director.
- Refining the scope of the project by designing a research methodology that will accurately assess CSC.
- Assigning data-collection, report-writing, and any other tasks to the MEC Officers working on this project.
- Designing tools (questionnaires) to collect information from the CSC staff and other stakeholders via interviews, document analysis, and the review of quantitative data.
- Over the final months, the Consultant will finalize – as the primary author – the Report (in English, and with accompanying recommendations) that MEC will issue.

**Deliverables:**

- 1) Formulating a Research Methodology for the assessment and a detailed work plan within 10 working days after arrival in Kabul containing, amongst others:
  - Literature review
  - Qualitative and Quantitative data collection methodology
  - Data analysis methodologies. Design of interview questionnaires
  - Sample selection - Identify key stakeholders (entities, individuals & donor)
  - Identifying provincial sample selection
  - Ethical Assurance measures of research validity and reliability
- 2) Interim Report at the end of the interview and data analysis phases, after 40 working days
- 3) Follow up to explain the report and the findings with the IARCSC, donors and other stakeholders by end of July 2018.
- 4) Final Report, with recommendations to be submitted to MEC Committee for approval by Mid-August 2018.

**Qualifications:**

The Consultant must have the following qualifications:

- University degree in Public Policy, Public Administration, Law, Economy or a related field;
- A minimum of 5 years of experience in the administrative reform, civil service, governance or public recruitment;
- Research and written reports focusing on large sectors or ministries, with a prior record of professional publications;
- Prior international experience, preferably in conflict or post-conflict environments, with a preference for experience in Afghanistan;
- Knowledge of internationally accepted norms and standards in anti-corruption;

- Ability to effectively lead a team in a challenging, multi-cultural and fast-paced environment;
- Ability to work in a politicized environment on a highly sensitive topic
- Native-level oral and written English required, including the ability to write sophisticated reports in English;
- Dari and/or Pashto language skills are not essential, but would be a desirable asset.

The Consultant will report to MEC's Executive Director and Technical Director.

**How to Apply**

Candidates can apply for the position by sending their cover letter and CV in one PDF or Microsoft Word document, named in the following way: "LAST\_NAME\_first\_name.pdf" or "LAST\_NAME\_first\_name.doc." Supplementary documents - degrees, certificates, etc. - should not be sent at this time. The single PDF or Word file should be emailed to [jobs@mec.af](mailto:jobs@mec.af) with the subject line "International Consultant for Analysis on CSC" by 09 Apr, 2018.