

# Senior Evaluation Officer (P4) - (2022/0175 (011321))

**Organization:** OIOS-Programme Evaluation Group  
**Primary Location:** Austria-Vienna-Vienna-IAEA Headquarters  
**Job Posting:** 2022-03-15, 6:06:12 PM  
**Closing Date:** 2022-04-12, 11:59:00 PM  
**Duration in Months:** 36  
**Contract Type:** Fixed Term - Regular  
**Probation Period:** 1 Year



## Organizational Setting

The Director General's Office (DGO) provides leadership and coordination for all IAEA activities at the executive level for meeting Member States' needs, and achieving a one-house approach and a results-based management.

The Office of Internal Oversight Services (OIOS) comprises four main functional areas: internal audit, investigation, management services and programme evaluation. In accordance with its Charter, OIOS provides the Director General and IAEA managers with objective, independent and systematic assessments for the purposes of improving the efficiency and effectiveness of programme delivery, and ensuring accountability, sound governance, risk management and internal control, and good management practice.

## Main Purpose

As a member of the Programme Evaluation Group, under the general direction of the Director of OIOS, the Senior Evaluation Officer conducts evaluations of IAEA programmes, policies, services or functions, and participates in the continuous development and improvement of professional evaluation methods and practices in OIOS.

## Role

The Senior Evaluation Officer is 1) a project manager for evaluation projects, generally responsible for planning and conducting evaluation assignments of mid- and high- complexity; 2) a methodical analyst, conducting evaluations and preparing recommendations for streamlining the work of the respective programme or functional areas in order to enhance their relevance, effectiveness, efficiency, impact and sustainability; and 3) a communicator, reporting on evaluation findings and formulating both oral and written conclusions and recommendations, as well as requesting and following up on actions in response to the recommendations.

## Functions / Key Results Expected

- Conduct and manage independent evaluations in accordance with the professional standards required by the OIOS Evaluation Policy and by the UNEG Norms and Standards as applicable to the Agency. Evaluations may relate to programmes, policies, services and/or functions of the Agency.
- Manage evaluation projects by effectively planning, implementing and finalizing evaluation assignments on time and within budget; and identifying and supervising evaluation consultants/experts as appropriate to support each evaluation. This may include coordination of and participation in field missions and/or evaluation team meetings.
- Promote useful and impactful evaluations by contributing to the development of an evaluation work programme based on an analysis of the IAEA's strategies, programmes and projects; report to management on findings, conclusions and recommendations, as well as requesting responses to recommendations and monitoring the related actions.
- Contribute to the development and review of evaluation-related guidance, systems, procedures and tools; and help ensure the overall quality of OIOS evaluations by promoting evaluation good practices and conducting peer reviews of colleagues' evaluations.
- Promote the OIOS evaluation function within the IAEA when opportunities arise, such as through in-house training, networking, evaluation consultations, or communication events.
- Perform other duties as required.

## Competencies and Expertise

### Core Competencies

Name	Definition
Communication	Communicates orally and in writing in a clear, concise and impartial manner. Takes time to listen to and understand the perspectives of others and proposes solutions.
Achieving Results	Takes initiative in defining realistic outputs and clarifying roles, responsibilities and expected results in the context of the Department/Division's programme. Evaluates his/her results realistically, drawing conclusions from lessons learned.
Teamwork	Actively contributes to achieving team results. Supports team decisions.
Planning and Organizing	Plans and organizes his/her own work in support of achieving the team or Section's priorities. Takes into account potential changes and proposes contingency plans.

### Functional Competencies

Name	Definition
Client orientation	Helps clients to analyse their needs. Seeks to understand service needs from the client's perspective and ensure that the client's standards are met.
Commitment to continuous process improvement	Plans and executes activities in the context of quality and risk management and identifies opportunities for process, system and structural improvement, as well as improving current practices. Analyses processes and procedures, and proposes improvements.
Judgement/decision making	Consults with supervisor/manager and takes decisions in full compliance with the Agency's regulations and rules. Makes decisions reflecting best practice and professional theories and standards.

### Required Expertise

Function	Name	Expertise Description
Internal Oversight	Programme/Project/Country Evaluation	Ability to identify evaluation needs; in-depth knowledge of and experience in designing evaluations; and applying qualitative and quantitative data collection and analysis methods.
Management and Programme Analysis	Project Management	Ability to develop realistic work plans based on assessed risks and appropriate evaluation scope, and to coordinate and supervise evaluation processes including managing relevant stakeholder groups.
Internal Oversight	Quality Management	In-depth knowledge of state-of-the-art management and programme evaluation concepts, notably in line with UNEG Norms and Standards.

## Qualifications, Experience and Language skills

- Master's Degree - Advanced university degree in social science, political science, engineering, economics, or other related field.
- Minimum of seven years of relevant professional experience in evaluation, project management and/or programme implementation.  
Prior experience in supervision and coordination of work of consultants and experts.  
Minimum of three years of relevant experience at the international level.
- Excellent oral and written command of English. Knowledge of other official IAEA languages (Arabic, Chinese, French, Russian and Spanish) is an asset.



## Remuneration

The IAEA offers an attractive remuneration package including a tax-free annual net base salary starting at **US \$75602** (subject to mandatory deductions for pension contributions and health insurance), a variable [post adjustment](#) which currently amounts to **US \$ 35533\***, dependency benefits, [rental subsidy](#), [education grant](#), [relocation](#) and [repatriation expenses](#); 6 weeks' annual vacation, [home leave](#), [pension plan](#) and [health insurance](#)-----

**Applications from qualified women and candidates from developing countries are encouraged**

Applicants should be aware that IAEA staff members are international civil servants and may not accept instructions from any other authority. The IAEA is committed to applying the highest ethical standards in carrying out its mandate. As part of the United Nations common system, the IAEA subscribes to the following core ethical standards (or values): [Integrity](#), [Professionalism](#) and [Respect for diversity](#). Staff members may be assigned to any location. The IAEA retains the discretion not to make any appointment to this vacancy, to make an appointment at a lower grade or with a different contract type, or to make an appointment with a modified job description or for shorter duration than indicated above. Testing may be part of the recruitment process

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