

# URGENT ACTION FUND + AFRICA

FOR WOMEN'S HUMAN RIGHTS

---

## CONSULTANCY TERMS OF REFERENCE/ EXPRESSION OF INTEREST (EOI) MONITORING EVALUATION ACCOUNTABILITY AND LEARNING CONSULTANCY

---

Advertised: Wednesday 1 April 2026

Submission Deadline: Thursday 30 April 2026

### **Who we are**

Urgent Action Fund-Africa (UAF-Africa) is a consciously feminist and women's human rights pan- African Fund, registered in Kenya and Zimbabwe. Operating as a virtual organization, the Fund boasts of strategic presence in Africa's three sub-regions- East Africa: Nairobi- Kenya, Kampala-Uganda; Southern Africa: Harare- Zimbabwe, Lilongwe- Malawi, Antananarivo- Madagascar, Johannesburg, Pretoria & Cape Town- South Africa, Gaborone- Botswana; and Central Africa: Yaoundé & Douala - Cameroon. Recognizing the need to move resources rapidly on a continent where opportunities and threats arise and decline quickly, UAF-Africa uses a Rapid Response Grant making mechanism to support unanticipated, time sensitive, innovative, and unique initiatives that promote women's agency in democratic governance, economic, environmental and climate justice, natural resources governance and conflict transformation while protecting their personhood, integrity, and rights.

### **Consultancy Overview**

UAF-Africa is seeking an experienced monitoring, evaluation, accountability, and learning (MEAL) consultant to provide high-level technical oversight and strengthen

its MEAL systems. At the midway point of the Fund's strategic compass implementation, the consultant will lead the creation of systems to enhance impact measurement, ensuring the Fund's outcomes are systematically tracked and reported compellingly. In addition, the MEAL consultant will oversee alignment of monitoring and evaluation systems to fit the specific partnerships as required.

## **Scope of Work and Key Responsibilities**

### **1. MEAL Framework review and Strengthening**

- a. Conduct a comprehensive review and redesign of UAF-Africa's existing MEAL framework, including its theory of change, indicators, data collection tools, and reporting mechanisms
- b. Identify gaps, redundancies, and areas requiring improvement in the current framework, including their relation to requirement of diverse partners of the Fund
- c. Recommend and co-develop/refine a strengthened fit-for-purpose MEAL framework for the Fund to harvest quantitative and qualitative change
- d. Work with UAF-Africa's portfolios to develop portfolio-specific process, output, and outcome indicators across UAF-Africa's work
- e. Develop an indicator tracking matrix that enables regular, systematic monitoring of progress against outputs and outcomes across all portfolios
- f. Ensure the revised framework includes a clear process, output, and outcome, and impact indicators that are measurable, relevant, generate learning for feminist movement building, and aligned to donor reporting requirements
- g. Capacity Strengthening: design and deliver organization-wide MEAL training and support the integration of MEAL into organizational systems

### **2. Regular Process, Output, and Outcome Tracking**

- a. Establish and strengthen a regular MEAL data collection and analysis cycle, including monthly and quarterly reporting rhythms
- b. Develop and roll out standardised data collection and reporting templates for use grantee partners
- c. Support the MEAL team in coding, analysing, and presenting data – quantitative and qualitative
- d. Produce regular internal evidence reports that track progress against process, output, and outcome indicators and surface learnings for adaptive management

### **3. MEAL System Oversight and Quality Assurance**

- a. Provide ongoing technical oversight and review of the specifically assigned qualitative and quantitative data products by the MEAL team to ensure accuracy, data, rigour, and alignment with set standards, including in donor reporting
- b. Ensure existing impact software and other data management tools are being used effectively to code, analyse, and guarantee the implementation of other data
- c. Review and refine systems and tools for regular analysis and reporting across all portfolios
- d. Provide technical oversight to bilateral partner MEAL requirements from ToR for evaluations, to development of the theory of change with related frameworks, and integration in potential and existing partnerships
- e. Review and strengthen donor reports, ensuring coherence and compliance with their related frameworks

#### **4. Learning and Accountability**

- a. Facilitate periodic organizational reflection and learning sessions
- b. Support the development and documentation of change stories, best practices, and lessons learned across the Fund's portfolios
- c. Champion accountability to grantees and communities UAF-Africa supports

#### **Qualifications**

- Advanced degree (master's or PhD) in Monitoring and Evaluation, Social Sciences, Statistics, or related fields.
- Specialised training or certification in MEAL, impact measurement, or programme evaluation is an added advantage

#### **Skills and Experience**

- A minimum of 8–10 years of progressive experience in MEAL design, implementation, and management in the international development or human rights sector.
- Demonstrated expertise in developing log frames, indicators, MEAL matrices, and TORs, including for bilateral institutional funders.
- Proven experience reviewing and strengthening MEAL frameworks in complex, multi-portfolio organisations.
- Strong skills in both quantitative and qualitative data collection, analysis, and interpretation, including familiarity with contribution analysis and most significant change methodologies.

- Experience developing portfolio-specific indicators that capture process, output, outcome, and impact levels.
- Demonstrable understanding of feminist MEAL principles and their application in women's rights, gender justice, or human rights programming.
- Excellent report writing, data visualisation, and communication skills, with experience producing evidence reports for internal and external audiences.
- Strong capacity-building and mentoring skills, with experience supporting junior MEAL staff.
- Proficiency with data management systems (experience with Impact Mapper, Salesforce, or similar tools is an advantage).

### **Work Environment**

This is a remote consultancy position open to qualified individuals based anywhere in Africa. UAF-Africa is an equal opportunity employer and does not discriminate in its hiring practices.

### **Duration of Consultancy**

The consultancy is expected to be conducted over three months from 4 May- 31 July 2026.

### **Remuneration**

UAF-Africa will negotiate the consultancy rate with the selected consultant based on competitive rates and similar work carried out in other spaces.

**Note:** UAF-Africa is an equal opportunity employer that does not discriminate in its hiring practices. To build the strongest possible workforce, UAF-Africa actively seeks a diverse applicant pool. The Fund is committed to creating an inclusive environment for all employees and its partners.

### **How to Apply**

If interested in this consultancy, please send your proposal including budget and availability via the below link:

<http://uafahrrec.peopleshr.com/>

No phone calls please.