



## **An External Evaluation Consultant**

**Committee for Free and Fair Elections in Cambodia (COMFREL)**, is a strong and enduring Cambodian NGO dedicated to providing an independent and non-partisan role in the formation and growth of Cambodian democracy. COMFREL has participated in the 1998, 2003, 2008 and 2013 National Assembly Elections and the 2002, 2007, 2012, 2017 and 2022 commune council elections. COMFREL is seeking a qualified consultant team to conduct an external evaluation for the program period 2019 to 2023.

### **Responsibilities**

- To develop an inception report
- To conducted a deep analysis on secondary data including logical framework, work plan, previous 5-year strategic plan, staff capacity development plan...
- To interview with key stakeholders
- To draft a report of findings
- To conduct a presentation to COMFREL's staff
- Submit the finalized report in English

### **Skill and Qualifications**

- Relevant master's degree in Development Studies, International Development, Social Studies, or any other relevant university degree
- Previous experience and expertise in the field of children/people with disabilities
- At least three evaluations in the last five years, ideally in the relevant field.
- At least 10 years of experience in working with international organizations and donors
- Excellent oral and written English skills
- Working experience in Asian countries, mainly in Cambodia context, is an asset.

### **Objective of the Assignment**

- Assess the relevance and appropriateness of the program
- Assess the effectiveness of the program's achievement against its intended impacts and outcomes under the current strategy 2019-2023
- Assess the projects and programs responding to the impact, design, scope, implementation status, and capacity to achieve the project objectives.
- Draw lessons generate knowledge from implementing the programs and reflect on achievements, best practices, challenges, and lessons learned and then proposes actionable recommendations for future strategic plan and programming.

### **Submission of Applications**

Applicants must submit a letter of interest, CV of team leader and work-plan for external evaluation program to Mrs. Kao Kunthy, Administrative Officer, by email in PDF and Word formats to: [kunthy@comfrel.org](mailto:kunthy@comfrel.org) (087 717 007/099 717 007) and CC to [sopheak@comfrel.org](mailto:sopheak@comfrel.org), no later than 1st June 2023. The TOR of the external evaluation will be sent on request.