



# USAID | MOROCCO

FROM THE AMERICAN PEOPLE

Vacancy Announcement  
Organizational Learning Advisor  
(Monitoring & Evaluation)  
Announcement Number: AID 14-05

**OPEN TO** : All Interested  
**POSITION** : FSN-10  
**OPENING DATE:** Monday, April 28, 2014  
**CLOSING DATE:** Friday, May 16, 2014  
**WORK HOURS** : Full-time; 40 hours/week  
**SALARY** : Gross Salary DH 331,477 p.a. (Starting Salary based on 40 hours including allowances and bonus. U.S. Mission will withhold from gross salary employee's portion of CNSS and CIMR contributions, health/life/disability insurance contributions, as well as all tax obligations as imposed by the US and/or host country governments)

**RECRUITMENT TO BE FINALIZED BASED ON FUNDS AVAILABILITY**

**NOTE: ALL ORDINARILY RESIDENT APPLICANTS MUST HAVE THE REQUIRED WORK AND/OR RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.**

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The U.S. Agency for International Development (USAID) in Rabat is seeking an individual for the position of Organizational Learning Advisor (Monitoring & Evaluation.) Detailed position description is available at USAID/EXO.

**BASIC FUNCTION OF POSITION:**

This position is located in USAID/Morocco, Program Management Office. The Organizational Learning Advisor (OLA) will provide leadership, guidance, and overall direction for mission collaborative learning and adapting efforts, including monitoring and evaluation. The OLA will design and maintain mission performance management plan. S/he will assist teams in the preparation and maintenance of activity-level monitoring and evaluation plans and ensure their effective use as management and information tools. In collaboration with USAID colleagues in both the field and Washington DC, the incumbent will foster strong professional relations with key staff from all technical offices as well as key external partners and stakeholders. The OLA will be responsible for cultivating and harnessing the views and perspectives of a core cohort of USAID staff and external issue matter experts to develop a community of learning practice and other processes, as necessary, to achieve these objectives.

**QUALIFICATIONS REQUIRED**

**NOTE:** All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.

**Education:** A master's degree in the field of organizational learning or development assistance such as public business, development administration, knowledge management, political science, economics, and development studies is required.

**Experience:** A minimum of seven (7) years of progressively responsible, professional-level experience in organizational or action learning, development, and consulting and/or knowledge management is required.

**Language:** Level 4 (fluent) English language proficiency, speaking and writing, is required. Superior writing skills in English are a must. Level 3 French language proficiency, speaking, reading and writing is required. Level 4 Arabic language proficiency, speaking is required.

**Skills and Abilities:** This position requires demonstrated passion for facilitating and creating organizational learning, change, and advancing foreign aid effectiveness opportunities. The incumbent should demonstrate conversation and presentation skills that can influence decision makers, and foster organizational change strategies in complex organizational settings. The ability to serve as an effective USAID representative with a wide array of individuals and institutions is essential. The incumbent must also have strong writing skills and be able to prepare clear, substantive reports and briefing papers in English in an efficient manner. S/he must also have a familiarity with issues of program evaluation, gender-constraints to development, community engagement in development, and democracy and governance. The incumbent must have strong IT software skills: Microsoft office as well as one major quantitative software package such SPSS or SAS.

## **SELECTION PROCESS**

When equally qualified, US Citizen EFMs and US Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

## **ADDITIONAL SELECTION CRITERIA**

1. Management will consider nepotism/conflict of interest, budget, and residency status in determining successful candidacy.
2. Current Ordinarily Resident employees with an Overall Summary Rating of Needs Improvement or Unsatisfactory on their most recent Employee Performance Report are not eligible to apply.
3. Currently employed US Citizen EFMs who hold a Family Member Appointment (FMA) are ineligible to apply for advertised positions within the first 90 calendar days of their employment.
4. Currently employed NORs hired under a Personal Services Agreement (PSA) are ineligible to apply for advertised positions within the first 90 calendar days of their employment unless currently hired into a position with a When Actually Employed (WAE) work schedule.
5. Current Ordinarily Resident employees must serve in the same position for a period of 52 weeks in addition to their probationary period before being eligible to apply for advertised positions. Temporary employees must first complete their temporary appointments before applying for advertised positions.

## **TO APPLY**

Interested applicants for this position must submit the following for consideration of the application:

1. A letter of interest **and** the Universal Application for Employment, DS-174 form.
2. Candidates who claim US Veterans preference must provide a copy of their Form DD-214 with their application. Candidates who claim conditional US Veterans preference must submit documentation confirming eligibility for a conditional preference in hiring with their application.
3. Any other documentation (e.g. education diplomas, essays, certificates, awards) that addresses the qualification requirements of the position as listed above.

### **SUBMIT APPLICATION**

- a) By mail to: [usaid-rabat-hr](mailto:usaid-rabat-hr)  
Attention: Vacancy Announcement AID 14-05  
Address: 10, avenue Mehdi Ben Barka, Souissi, Rabat
- b) By e-mail: [usaid-rabat-hr@usaid.gov](mailto:usaid-rabat-hr@usaid.gov)

**Important: If your application has been selected for further consideration, you will be contacted within 3-6 weeks from the closing date of this vacancy announcement for further testing and/or interview.**

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**\*DEFINITIONS**

1. US Citizen Eligible Family Member (USEFM) – For purposes of receiving a preference in hiring for a qualified position, an EFM who meets the following criteria:
  - US Citizen; and,
  - EFM (see above) at least 18 years old; and,
  - Listed on the travel orders of a direct-hire Foreign, Civil, or uniformed service member assigned to or stationed abroad with a USG agency that is under COM authority, or at an office of the American Institute in Taiwan; and either:
    1. Resides at the sponsoring employee's or uniformed service member's post of assignment abroad or at an office of the American Institute in Taiwan; or
    2. Resides at an Involuntary Separate Maintenance Allowance (ISMA) location authorized under 3 FAM 3232.2.
2. EFM: An individual related to a US Government employee in one of the following ways:
  - Spouse;
  - Child, who is unmarried and under 21 years of age or, regardless of age, is incapable of self-support. The term shall include, in addition to natural offspring, stepchildren and adopted children and those under legal guardianship of the employee or the spouse when such children are expected to be under such legal guardianship until they reach 21 years of age and when dependent upon and normally residing with the guardian;
  - Parent (including stepparents and legally adoptive parents) of the employee or of the spouse, when such parent is at least 51 percent dependent on the employee for support;
  - Sister or brother (including stepsisters and stepbrothers, or adoptive sisters or brothers) of the employee, or of the spouse, when such sibling is at least 51

percent dependent on the employee for support, unmarried, and under 21 years of age, or regardless of age, incapable of self-support.

3. Member of Household (MOH) – An individual who accompanies a direct-hire Foreign, Civil, or uniformed service member permanently assigned or stationed at a U.S. Foreign Service post or establishment abroad, or at an office of the American Institute in Taiwan. An MOH is:
  - Not an EFM; and,
  - Not on the travel orders of the sponsoring employee; and,
  - Has been officially declared by the sponsoring USG employee to the COM as part of his/her household.

A MOH is under COM authority and may include a parent, unmarried partner, other relative or adult child who falls outside the Department's current legal and statutory definition of family member. A MOH does not have to be a US Citizen.

4. Not Ordinarily Resident (NOR) – An individual who:
  - Is not a citizen of the host country; and,
  - Does not ordinarily reside (OR, see below) in the host country; and,
  - Is not subject to host country employment and tax laws; and,
  - Has a US Social Security Number (SSN).

NOR employees are compensated under a GS or FS salary schedule, not under the LCP.

5. Ordinarily Resident (OR) – A Foreign National or US citizen who:
  - Is locally resident; and,
  - Has legal, permanent resident status within the host country; and,
  - Is subject to host country employment and tax laws.

EFMs without US Social Security Numbers are also OR. All OR employees, including US citizens, are compensated in accordance with the LCP.

**The USAID Mission in Morocco provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color, religion, sex, national origin, age, disability, political affiliation, marital status, or sexual orientation.**

USAID strives to achieve equal employment opportunity in all personnel operations through continuing diversity enhancement programs.

The EEO complaint procedure is not available to individuals who believe they have been denied equal opportunity based upon marital status or political affiliation. Individuals with such complaints should avail themselves of the appropriate grievance procedures, remedies for prohibited personnel practices, and/or courts for relief.