

**ARTEMIS is seeking to recruit for its International Cooperation Department an Evaluation Expert.  
This is a full time position.**

### ***Purpose***

ARTEMIS wishes to reinforce its evaluation team to develop its activities in the field and to ensure the implementation of its evaluation activities. ARTEMIS evaluation team depends on the International Cooperation Department as most of its evaluation activities focus on emergency or aid development projects/programmes implemented in developing countries (Africa, Latin America, Asia).

The evaluation expert will work under the supervision of the International cooperation head of department and its chargé of evaluations. After a short period of time, the evaluation expert may work as project manager. As such, s/he will lead various ex-post evaluation teams and support the International cooperation head department to develop ARTEMIS evaluation activities.

### ***Accountabilities***

- Carrying out evaluations and leading evaluation teams; managing consultants
- Ensuring effective teamwork and ensuring the quality of evaluation work from structuring of the evaluation to the drafting of the synthesis report
- Ensuring that evaluations follow internationally-accepted norms in the field of evaluation
- Ensuring that all reports are impartial and of a high quality
- Contributing to developing ARTEMIS evaluation activities in Luxembourg and beyond
- Supporting the activities of the International Cooperation Department in general

### ***Qualifications***

- University degree, preferably with studies oriented towards evaluation, development or economics
- At least 4 years of professional experience in project evaluation
- Command of project/programme management approaches such as Theory of Change, Logical framework/Project Cycle management
- Excellent knowledge of English and/or French. A good understanding of Spanish or Portuguese would be an advantage

### ***Competencies***

- Conceptual and strategic thinking
- Strong analytical capabilities combined with attention to necessary detail
- Integrity and impartiality
- Sound judgment and decision making
- Capability to work under pressure
- Capability to work in a multiactor environment (State agencies, civil society, etc.)
- Ability to manage and work in multicultural team, open minded
- Excellent communication skills, both written and verbal
- Excellent interpersonal skills
- Organisational and planning skills in order to manage complex tasks, and motivate, coach, work with and supervise teams
- Flexibility and perseverance

### ***Contact person***

If you are interested, kindly send your CV to Fatma Ouzbad, Artemis Executive Assistant and Quality Manager (fatma.ouzbad@artemis.lu)