17558 – GIS Project Engineer SERVIR

The Engineering & Science Services and Skills Augmentation (ESSSA) contract provides engineering, scientist and engineering technician support to NASA Marshall Space Flight Center (MSFC) in Huntsville, AL. The Jacobs ESSSA Group is comprised of eight companies of Aerodyne, All Points Logistics, Bevilacqua, ERC, Jacobs, Lee and Associates, Qualis and Tuskegee. Each company, individually and in combination as the Jacobs Team, brings strong technical capabilities and value-added management strategies to the ESSSA contract. The Jacobs ESSSA Group works across the contract without boundaries governed by the Integrated Team Management Approach (ITMA).

Jacobs ESSSA Group offers a partnership in which you can grow personally and professionally with the advantages of strong leadership, competitive compensation, and rewarding career paths. Come join the team whose work is destined to have a long-range effect on future generations!

The SERVIR Process Engineer is to assume full responsibility for coordinating monitoring and evaluation related activities of the SERVIR Coordination Office (CO), support the USAID Demand Team SERVIR Monitoring and Evaluation (M&E) Lead, and provide advice and training to the other NASA Capacity Building Program (CBP) projects on M&E activities. The SERVIR Process Engineer, will be based in the SERVIR Coordination Office in Huntsville Alabama, and will provide CO leadership in the design, monitoring and evaluation of Performance Management Plans (PMP) for SERVIR, ensuring compliance with both USAID performance management requirements as well as special requirements as defined by NASA CBP organization. The CO Process Engineer will coordinate with the USAID Demand lead for M&E to assure CO processes and techniques are consistent with the Demand M&E methodology. The Engineer will also be responsible for writing and compiling of periodic monitoring and reporting documents and reviewing and providing inputs to SERVIR M&E documents from the Demand team and hub organizations. The SERVIR Process Engineer will report directly to the SERVIR Project Manager or their designee on issues related to monitoring the performance of NASA programs/projects, and advises on impact evaluations and reporting results.

For more information, please visit: http://www.nasa.gov/mission_pages/servir

Responsibilities:

Lead SERVIR coordination in establishing performance measures, collecting and analyzing performance information, planning and managing evaluations, review of SERVIR Demand
Team efforts and coordinate with the M&E lead for demand as well as assisting NASA management in using the performance information for decision-making and resource allocation.

This includes, but is not limited to:

1. Work as a Point of Contact for Evaluation within the SERVIR CO and CBP and provide guidance to technical teams on issues related to monitoring and evaluation.
2. Contribute to the planning of new activities that support the desired results under the approved work plans this includes providing input into assessments, Project Appraisal Documents, and Scopes of Work for new activities.
3. Assist in the monitoring and evaluation of the implementation of activities; this may involve reviewing work plans, quarterly reports, participating in field visits, initiating regular portfolio reviews and contributing to program evaluations.

4. Support the preparation of all agency level reports such as Performance Plans and Reports, Operational Plans, Budget Justifications
5. Advise CBP Teams and Senior Management in designing and planning for evaluations, special studies and assessments.
6. Coordinate the creation and review of the Program, Design and Learning budget to provide adequate financial resources for evaluations, special studies and assessments.
7. Provide input into the design, implementation and dissemination of evaluations, special studies and assessments.
8. Assist the AST/CBP Teams to select data collection methods for adequate monitoring and evaluation of implementing partners' performance and of the program as a whole (these methods may include field visits, quarterly reports, specialized surveys and other sources of information like Government statistics).
9. Assist the CBP Teams in reviewing these methods and making improvements to their monitoring and evaluation.
10. Coordinate the regular review of progress towards achieving published objectives by Senior Management through program reviews, portfolio reviews or other processes.
11. Encourage the use of performance information in resource allocation decisions by SERVIR Leaders, CBP Team Leaders and Senior Management through leading discussions, preparing analysis or other measures.
12. Seek ways to streamline the process and increase efficiency in gathering and using performance information.
13. Coordinate the process for updating policy and procedure documents in the areas of monitoring and evaluation to align with the most current polices and requirements.

Qualifications:

A Bachelor of Science degree in a development field, social science, economics, or related field from an ABET accredited institution is required. Typically, educational requirements are the equivalent of a Ph.D. with a minimum 4 years of experience; Masters with at least 6 years of experience, or a BS with at least 10 years of experience. Five years of progressively responsible professional experience in a performance monitoring and/or evaluation role with an international development organization is highly desired.

Required Experience

- Demonstrated ability in data analysis, decision making techniques, project design, monitoring, and evaluation of development activities
- Demonstrated knowledge of and experience in monitoring and evaluating programs—including indicator development, study design, and data analysis—in multiple sectors
- Developing results frameworks, logical frameworks, or similar tools for project design
- Developing and/or using performance management plans or similar tools

Highly Desired Experience

- Using knowledge management software or database(s)

Desired Experience

- Managing grants or contracts
- Projects involving Geographical Information Systems (GIS)
- Highly technical scientific projects
- United States Agency for International Development (USAID) methodology

Proof of U.S. Citizenship is required.

Jacobs is an Equal Opportunity Employer and employment selection decisions are based on merit, qualifications, and abilities. Jacobs does not discriminate in employment opportunities or practices on the basis of: race, color, religion, gender, national origin, age, sexual orientation, gender identity, individuals with disabilities, protected veteran status or any other characteristic protected by national, regional or local law.

Additional Data:

Physical Requirements:
Requires sitting for extended periods of time in meetings with peers, management, and with our client at NASA facilities to discuss technical issues (10%). Also, requires sitting for extended periods of time at a desk to write reports and perform engineering tasks (80%). Requires ability to use stairs or elevators for access between floors and multiple buildings at NASA and Jacobs facilities (10%).

Work /Environment:
Office environment. Requires ability to provide clear, concise, accurate and timely communication, both verbally and in writing (100%). Requires ability to interact professionally with co-workers, management, and client (100%). Requires international travel as well as travel in the domestic USA (<25%). International travel is to Nepal, Africa, and Southeast Asia

Equipment and Machines:
Requires ability to operate a personal computer, a telephone, fax machine, copier, and other general office equipment (100%).

Attendance:
Normal workday is from 7:30 a.m. through 4:30 p.m., Monday thru Friday. Minimal overtime may be required (10%) to meet schedule milestones and to support technical demands of the job. Regular attendance is a necessity and adequate arrangements for delegating duties during absences are required.

Other Essential Functions:
The ability to work independently with minimal supervision, and to make rational decisions, and to exercise good judgment is essential (100%). Grooming and dress must be appropriate for the position and must not impose a safety risk/hazard to the employee or others.