



Job Opportunity

Consultant – Organizational Performance, Partnerships, Gender Equality

Who are we?

Universalialia is a management consulting firm based in Montreal, Canada. We help our clients improve the performance of their organizations, their programs, and their people since 1980. We work with public and private sector clients all over the world (UN agencies; bilateral and multilateral agencies; Canadian federal and provincial governments; foreign governments; NGOs; foundations; etc.). We specialize in monitoring and evaluation, strategic management, results-based management, institutional and organizational performance assessment, capacity building, and project management.

As a member of Universalialia's Organizational Performance and Partnerships Practice, with lead responsibility for Gender Equality and Women's Empowerment, the Consultant plays an integral role in contributing to the successful execution of client engagement and quality service provision, furthering Universalialia's 40-year reputation for excellence.

Main Duties and Responsibilities

Project Support and Project Lead

1. Support large client engagements from beginning to end under the leadership of the Team Leader (including research, data collection, data analysis, reporting) so that Universalialia is seen as a preferred service provider
2. Lead small client engagements from beginning to end (staffing, management, profitability, quality control)
3. Demonstrate leadership in collaborating and cooperating with other members of the Universalialia team to ensure consistent delivery of high-quality work
4. Achieve internal KPIs for revenue generation and business development
5. Consistently demonstrate alignment with Universalialia mission, mandate, and values
6. Demonstrate technical skills in a field that enhances Universalialia's competitive advantage and professional reputation

Proposal and Business Development

1. Support Senior Consultants in securing new business through proposal development and through building and maintaining professional networks

2. Pro-actively engage in developing new business through proposal writing and client relationship

Required Skills and Experience

Professional

1. Strong project management skills and ability to work on several projects simultaneously
2. Academic expertise in field(s) that support Universalialia core business areas, e.g. monitoring and evaluation, organizational performance assessment, strategic planning, political and social sciences, management (www.universalialia.com)
3. Thematic experience in: gender equality, the empowerment of girls and women, gender-based violence, sexual and reproductive health and rights, social and child protection, in both development and humanitarian settings, and partnerships
4. Social sciences research and analytic skills (qualitative and/or quantitative), including GBA+, with quantitative skills an asset (advanced use of excel, statistical software)
5. Highly developed verbal and written communication in French and English. Good command of a second language (Spanish, Portuguese, Arabic) and ability to use visuals and graphs

Personal

1. Demonstrated ability to work in a team-based multicultural environment
2. Demonstrated passion for the job and stamina to perform at a high pace
3. Flexibility & resilience
4. Ability and willingness to challenge ideas constructively and effectively
5. Unquestioned integrity

Professional experience and academic background

1. At least a master's degree or equivalent in relevant field
2. 10+ years of experience in management consulting, evaluation and/or other relevant field, and in the field of gender equality and the empowerment of women and girls

If you are interested and meet the qualifications, please submit a cover letter and your CV in confidence to:

Tracy Snilner

tsnilner@universalialia.com

Universalialia Management Group
245 Victoria Avenue, Suite 200
Montreal, Quebec H3Z 2M6