



Consultancy Opportunity

Monitoring, Evaluation, Accountability and Learning (MEAL) Officer (m/f/d)

ADA (Appui au développement autonome) is a leading Luxembourg-based NGO, specialising in impact finance and acting as a catalyst for innovation since 1994. Our mission is to strengthen the autonomy of vulnerable populations in Africa, Central America and Southeast Asia by facilitating their access to appropriate financial services and actively contributing to the Sustainable Development Goals.

With a dynamic and committed team working within a close-knit, multicultural organisation, ADA has an international network of partners and implements innovative programmes aimed at fostering more inclusive, equitable and sustainable development.

Job description

ADA is recruiting a MEAL Officer to join its Knowledge Management team. The team's responsibilities include identifying, producing and disseminating knowledge generated by ADA's projects and those of other organisations.

You will contribute to the implementation of the knowledge management activities for one of the main programmes managed by ADA, entitled SSNUP - [Smallholder Sustainability Upscaling Programme](#).

Part-time consultancy contract (50%) from September 1st, 2026 to April 30, 2029, either based in Luxembourg or working remotely. Possibility of regular travel abroad.

Your responsibilities

In close collaboration with the lead Knowledge Management officer assigned to the programme, as well as with the team responsible for programme coordination and management:

- Supporting programme partners in the definition and monitoring of project KPIs;
- Coordinating surveys with project end-beneficiaries to identify project outcomes;
- Conducting interviews with local organisations benefiting from the projects;
- Organising online workshops to disseminate knowledge and foster experience sharing between programme's stakeholders;
- Identifying the topics on which to create knowledge products on the basis of the main topics of the projects implemented in the framework of the programme and on partners' areas of interest;
- Coordinating the production and/or directly producing final knowledge products, which includes quantitative data and qualitative information analysis, synthesis, writing, and collaboration with our graphic designer;



- Contributing to the organization of annual face-to-face workshops with all programme stakeholders which aim to foster peer exchanges and learning on how to support the development of the agricultural sector in developing countries, and strategic reflections on the programme;
- Participate in potential other activities of the Knowledge Management team.

Your profile

- University degree in development economics, international cooperation, development project management, or more broadly in economics or social sciences;
- At least 3 years of professional experience in project management and/or monitoring and evaluation and/or the production of studies;
- Interest in and good knowledge of issues relating to inclusive finance, agriculture and development in general (role of the private sector, poverty reduction, climate change, etc.);
- In-depth knowledge of survey methods and ability to analyse quantitative and qualitative data;
- Excellent command of Excel and of data analysis and visualisation software (Stata, R, PowerBI, etc.);
- Excellent ability to analyse and summarise information;
- Excellent communication and writing skills in English and French, and ideally in Spanish;
- Excellent planning and organisational skills, rigour and autonomy;
- Team spirit, flexibility, ability to adapt to change.

Why join ADA ?

- Join an NGO at the forefront of impact finance.
- Work in a dynamic, international and purpose-driven environment, at the heart of Luxembourg's impact ecosystem.
- Contribute to meaningful projects that deliver lasting social and environmental impact.
- Benefit from professional development opportunities in a collaborative, multicultural and stimulating workplace.

How to apply

This position offers the opportunity to combine your expertise with your commitment to sustainable development by contributing to high-impact projects that improve the lives of vulnerable populations. You will join a team whose work is driven by excellence, innovation and a shared ambition to create lasting change.

If you are interested in this opportunity and would like to join ADA, please submit your application by 31 August 2026 using the following link: [MEAL Officer](#)