

CURRICULUM VITAE

Manuela Kälbling

Email: Manuela.kaelbling@swisscontact.org

Phone: +41 44 454 17 13



PROFILE (BIO)

Current position: Advisor Monitoring and Results Measurement (MRM), Coordinator of Global MRM Core Team

Education:

Certificate in Advanced Studies (CAS) in Development and Cooperation. ETH, NADEL – Center for Development and Cooperation, Zurich, Switzerland. 2020

Master of Science in International Development Studies. University of Amsterdam, The Netherlands. 2015

Bachelor of Arts in Social Sciences (Sociology, Political Science and Psychology). University of Zurich, Switzerland. 2013

Languages: German (mother tongue), English (professional fluency), French (professional fluency), Italian (basic)

Profile statement:

As an expert in Monitoring and Results Measurement (MRM), Manuela coordinates the global MRM at Swisscontact head office and ensures the overall coherence and quality of MRM in Swisscontact's projects as well as the development of innovative tools and solutions for MRM. Providing backstopping support to SC projects in Asia, West Africa, and the Middle East and North Africa, she has acquired expertise in the design and implementation of MRM systems, from the designing of Theories of Change and Logframes to the development of Results Chains and indicators, including capacity building of local staff. Joined Swisscontact in 2018, she contributed significantly to the further development of digital solutions for MRM systems of SC projects.

KEY QUALIFICATIONS

Designing and developing MRM Systems (definition of Theory of Change and Logframes, elaboration of Results Chains, definition of indicators)

Development of MRM Tools for data collection, storage, processing and visualisation (e.g. digitalising MRM systems – on project and organisational level)

Designing and implementing specific studies and analysis (e.g. impact assessments, overall project evaluations, economic and financial analysis such as cost-benefit analysis, etc.)

Capacity building / training/ coaching of MRM and project staff

PROFESSIONAL EXPERIENCE

Institution: Swisscontact

Date: 04.2020 - present

Position: Advisor Monitoring and Results Measurement & Impact Reporting / Global MRM Coordinator

- Coordination of the development, maintenance and integration of generic MRM solutions, incl. internal MRM guidelines and training materials, in SC projects in line with international best practice.
- Capacity building of local MRM Experts through workshops/ trainings and dissemination of innovative MRM solutions.
- Regular MRM Backstopping of Swisscontact projects in West and North Africa, Middle East, and Asia.
- Responsible for the process and maintenance of the automated system for global results aggregation.
- Facilitating knowledge exchange on IT Tools for MRM in SC's Community of Practice for MRM.
- External consultancy support around setting up (digital) M&E system.

Institution: Swisscontact Date: 12.2018 – 03.2020	Position: Junior Advisor Monitoring and Results Measurement <ul style="list-style-type: none"> - Responsible for the further development and setting up of digital (IT-based) monitoring systems of the Swisscontact projects in Burkina Faso, Burundi, Rwanda, and DRC. - Supporting the regular project monitoring of the Swisscontact project in Burkina Faso including quality assurance of the data. - Collaborating in the mid-term evaluation of the PADC project, including supervision of the data collection, data treatment and analysis. - Collaborating in the implementation of the baseline study for the PROMOST project, including supervision of the data collection process for the survey, conducting in-depth interviews with partners, data treatment and analysis, drafting of the report.
Institution: Plan International Switzerland Date: 12.2017 – 06.2018	Position: Programme Coordinator (40%) <ul style="list-style-type: none"> - Coordination and quality assurance of the education projects in Laos, Vietnam, and Cambodia. - Developing project proposals and assisting in the preparation of the budget in cooperation with the local offices. - Preparation of reports to donors and foundations.
Institution: Amnesty International Date: 10.2017 – 04.2018	Position: Youth Coordinator (60%, maternity cover) <ul style="list-style-type: none"> - Developing, implementing, facilitating, and evaluating human rights trainings and workshops for youth and young adults. - Accompanying and coaching youth and university groups in the implementation of human rights campaigns. - Developing a concept for the engagement of young activists in human rights campaigns and strengthening their competences in human rights.
Institution: Plan International Switzerland Date: 06.2015 – 11.2017	Position: Project Manager of « WIR REDEN MIT » (40%) <ul style="list-style-type: none"> - Responsible for the design, planning and implementation of Plan International Switzerland's first youth participation project in Switzerland. - Identifying partner organisations and developing cooperation with partners, participating associations and young people. - Capacity building and coaching of Swiss associations in the implementation of measures to increase youth participation.
Institution: Caritas Switzerland Date: 11.2015 – 09.2017	Position: Coordinator of the Caritas Network (60%) <ul style="list-style-type: none"> - Facilitating the cooperation of the 17 Swiss Caritas organisations. - Organising and moderating expert conferences and educational events for the Caritas Network staff and external target audiences. - Organisation and moderation of expert group meetings within the Caritas network - Aggregating and compiling data on Caritas Network activities.

REFERENCE PROJECTS

2022 [Mozambique Skills to Build](#). Mid-term evaluation of the project.

2022 [Morocco C4EE](#) (Coaching for Employment and Entrepreneurship). Support in development of the MRM System and capacity building.

2022 [Nepal NAMDP II](#) (Nepal Agricultural Market Development Programme). Review of MRM System, capacity building of entire project team.

2022 [Switzerland SECO MRM Mandate](#). Advisory for the development of the MRM System for the SECO mandate to improve Swiss industry's access to large-scale foreign infrastructure projects.

2019-2022 [Rwanda, Burundi, DR of the Congo PROMOST III](#) (Promoting Market Oriented Skills Training and Employment Creation in the Great Lakes Region). Development of digital MRM System, capacity building in MRM, continuous backstopping support in MRM.

2021 various projects in Niger. Capacity building in MRM of entire SC staff Niger.

2020 Switzerland Comundo MRM Mandate. Advisory to coach and support Comundo in the development of their MRM System on organisational level.

2018-2020 [Burkina Faso PADC](#) (Projet d'Appui au Développement Communal). Development of digital MRM System, MRM field officer, support in mid-term evaluation of the project