



Terms of Reference (ToR)

MEAL Consultant – Service Contract (2 Months)

Position Title	MEAL Consultant
Contract Type	Part-Time Service Contract
Duration	2 months (starting 5 th January)
Duty Station	Remote
Reporting to	Regional MEL Advisor
Languages required	Fluency in English and working French

1. Background

GOAL Haiti is implementing a portfolio of projects with Department of State (DoS), Irish Aid (IA), United Nations Office for the Coordination of Humanitarian Affairs (OCHA), and United Nations Children's Fund (UNICEF) funding across Ouest, Grand'Anse and Sud departments of Haiti.

To ensure the quality and effectiveness of programme monitoring, reporting and learning systems, GOAL Haiti are seeking the support of an experienced MEAL Consultant for a two-month contract, working to deliver the objective and deliverables detailed below.

2. Objective of the Assignment

The primary objective of this assignment is to support GOAL Haiti's MEAL team to kick off and close out several projects while also managing the analysis and report writing of a needs assessment, mainstreaming capacity building of GOAL Haiti MEAL staff throughout.

3. Key Responsibilities and Deliverables

The MEAL Consultant will be responsible for the following deliverables within the 2-month assignment period:

A. ECHO Needs Assessment

1. Clean and analyse data collected by GOAL and its project proposal partner for an upcoming ECHO HIP proposal.
2. Produce a needs assessment report which clearly identifies needs, gaps in services and community priorities based on data collected.

B. DoS Endline Assessments

3. Following the MEAL plan, support GOAL Haiti's MEAL team to prepare data collection tools for Food Security and WASH endline assessments.
4. Support GOAL Haiti's MEAL team to analyse data collected and produce endline reports which clearly communicate findings, analyse results and conclude on causes as well as producing recommendations for programmatic learning.



Terms of Reference (ToR)

C. UNICEF Endline Assessment

5. Following the MEAL plan, support GOAL Haiti's MEAL team to prepare data collection tools for a Nutrition endline assessment

6. Support GOAL Haiti's MEAL team to analyse data collected and produce endline reports which clearly communicate findings, analyse results and conclude on causes as well as producing recommendations for programmatic learning.

D. OCHA MEAL Planning

7. Lead the MEAL planning of GOAL Haiti's OCHA project, including finalizing the MEL Workbook and developing data collection tools.

8. Share and communicate the project MEAL planning to GOAL Haiti's MEAL team.

E. Mainstream Capacity Building

9. Throughout the above, mainstream capacity building into all work through explaining work to GOAL Haiti MEAL team through meetings and one-to-one coaching.

4. Deliverables Schedule

Week	Key Deliverables
Weeks 1-2 (05/01 – 16/01)	ECHO needs assessment report
Weeks 3-4 (19/01 – 30/01)	OCHA MEL workbook; DoS endline assessment data collection tools
Weeks 5-6 (02/02 – 13/02)	DoS endline assessment report; UNICEF endline assessment data collection tools
Weeks 7-8 (16/02 to 27/02)	UNICEF endline assessment report

5. Requirements

Essential Requirements (of the Consultant):

- Minimum 3 years of working experience in MEAL in humanitarian settings.
- Master's degree level in International Development and/or Humanitarian Assistance or equivalent.
- Excellent written, spoken and presentation skills in English. Working knowledge of written and spoken French.
- Demonstrated experience of MEAL planning and data collection tool design.



Terms of Reference (ToR)

- Demonstrated understanding of data collection and analysis using quantitative and qualitative methods.
- Demonstrated experience of capacity building MEAL teams.

Desired Requirements (of the Consultant):

- Fluency in French and/or Creole.
- Demonstrated experience with mobile data collection platforms such as CommCare.
- Publication(s) on international development/humanitarian response related topics.

6. Submission

Please send your **CV (two-page maximum) with a one-page cover letter** outlining how you meet the criteria for the consultancy, your daily rate, and confirming your availability from 5th January to 27th February 2026, to the following email address: mknight@goal.ie and ljoseph@ht.goal.ie and CC the following address: procurementht@ht.goal.ie and jbullen@goal.ie

Applications must be submitted by December 19, 2025. After this date, applications will not be considered

Offers will be considered on a first-come, first-served basis.