

PMEL COORDINATOR - maternity cover

32-36 hours/week – 10-12 months

At Fair Wear Foundation, we know there's a better way to make clothes. A fairer way. We want to see a world where the garment industry supports workers' rights to safe, dignified and properly paid employment. This is why we focus on the most labour intensive parts of the supply chain, to find answers to problems others think are unsolvable. We partner with brands and support workers. We take practical steps and test new solutions to show that it's possible to make clothes in a fairer way. With industry influencers, we push towards a new normal creating change that goes far beyond our reach. Together, we're making fashion fair for everyone.

Fair Wear is an Amsterdam-based, international non-profit organisation. We support our 130+ member brands with practical knowledge and guidance and verify their efforts at their headquarters as well as in production countries. We have 50+ Amsterdam-based staff of very diverse backgrounds and work with expert teams in eleven production countries. For more about our work, see [here](#).

Fair Wear is the lead organisation in STITCH, a five-year collaboration programme with the Ministry of Foreign Affairs and five international multi-stakeholder partners. STITCH is a diverse, complementary consortium pushing towards a new normal for the industry, to create lasting change for garment workers. We are looking for an experienced Planning, Monitoring, Evaluation and Learning (PMEL) coordinator with responsibilities for both Fair Wear and STITCH, to cover this role during the maternity leave of our current PMEL Coordinator.

The PMEL coordinator will work with our team to organise and coordinate planning, monitoring, evaluation and learning for Fair Wear, our projects and our programmes. The Fair Wear PMEL Coordinator also works closely with the PMEL coordinators in the other STITCH organisations and has a coordinating role in developing and implementing the STITCH PMEL Toolkit.

RESPONSIBILITIES:

Coordinating PMEL for Fair Wear

- Monitor and evaluate progress in order to provide advice on the strategy and provide tools for organisational learning;
- Coordinate collection of PMEL data and reporting;
- Work with project managers and content specialists within Fair Wear to identify their PMEL needs and support PMEL plans for existing and new projects;

- Collaborate closely with the information management team to further develop our new project management system 'Fair Track';

Coordinating PMEL for STITCH

- Coordinate implementation of the Theory of Change, PMEL data collection and reporting for the internationally operating, multi-stakeholder STITCH consortium;
- Cooperate with the PMEL experts of the other STITCH organisations;
- Provide PMEL capacity building support to international partners where appropriate;
- Hire and supervise external PMEL consultants when necessary, especially during peak times.

SKILLS AND QUALIFICATIONS:

- Graduate degree in social sciences or related field, or equivalent through work experience;
- At least 5 years' experience with PMEL, three of which have been in large, complex international programmes;
- Experience with development of innovative PMEL tools and systems, capacity building, learning agenda;
- Experience with Theory of Change methodology;
- Analytical mind, culturally sensitive, excellent written and spoken English;
- Experience with Dutch Ministry of Foreign Affairs or similar funding is desirable;
- Experience with supply chain approaches is an advantage.

WE OFFER:

- A challenging job with a wide variety of responsibilities in an international, dynamic environment. You will work closely with people from inside and outside of the organisation. Occasional travel to production countries is foreseen;
- A contract until the end of 2022, starting as soon as possible.
- Wage classification within the Dutch Civil Servants Pay Decree (BBRA), scale 11 (€ 3256.52 – 5003.97) based upon a 36-hour (= full time) contract;
- A workplace at the World Fashion Centre in Amsterdam. Working from home for one or two days a week can be agreed upon with your Individual Supervisor. For the duration of COVID-19 all our staff basically work from home.

Visit www.fairwear.org for more information about our organisation. For more information about the position, please call Sophie Koers (koers@fairwear.org), Associate Director at Fair Wear, or Lisa Suess (suess@fairwear.org), STITCH coordinator with your contact information and we will call you in the week of 3 or 10 January.

Maternity Cover – PMEL Coordinator Vacancy - 2022

Please submit your CV and cover letter before **17 January 2022 (start of business CET)**, by e-mail only, to vacancy@fairwear.org, for the attention of Alexander Kohnstamm, Executive Director.

Please clearly state the title of the vacancy in the subject line.

Recruitment agencies are asked to refrain from approaching Fair Wear Foundation about this or any other vacancy.