**Than Htet Soe │Monitoring and Evaluation Manager**

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**I. PROFESSIONAL PROFILE**

As a monitoring and evaluation manager, I possess several years of working experiences in developing and implementing monitoring and evaluation system for different development projects for Monastic Education Sector. And, I also have conducted and involved in several research studies including nation-wide representative studies.

**II. KEY SKILLS**

* Designing project monitoring and evaluation system
* Developing project result frameworks including project performance indicators
* Project work planning and tracking project progress against defined indicators
* Devising quantitative and qualitative data collection tools
* Data collection, analysis, and data management
* Report writing
* Designing and conducting assessment, survey, review, evaluation, and research studies,
* Disseminating of findings and recommendations from monitoring/evaluation/assessment/survey/research studies
* Facilitation in M&E capacity-building
* English language fluency including translation and interpretation between Burmese and English
* Use of Microsoft Word, Excel, PowerPoint, Tableau, SPSS, Survey Monkey, Podio (online database management),
* Web-based data collection
* Organizing meetings/workshops with stakeholders including community leaders
* Working with teams and partners

**III. EDUCATION QUAFILICATIONS**

Diploma in Educational Studies, Australian Catholic University, Ballarat, Australia.

 Dip in Educational Studies, 2017

University Distance Education (Yadanabon Branch), Amarapura Mandalay, Myanmar

BA in Oriental Studies *2005*

Phaung Daw Oo Monastic Education High School, Mandalay, Myanmar

Matriculation Exam OR University Entrance Exam *2002*

**IV. TRAININGS COMPLETED**

* Basic Tableau Training (3 days, MIMU, Yangon, 2021)
* Monitoring & Evaluation for Results (2 Weeks, Bangkok, 2015)
* Basic Concepts of Program Evaluation (1 Week, Mandalay, Myanmar, 2014)
* Basic Concepts and Application of Statistics Using SPSS Software (2 Weeks, Yangon, Myanmar, 2014)
* Social Research Methods (1 Month, Yangon, Myanmar, 2012)
* Connecting Communities (1 Month, British Council, Yangon, Myanmar, 2011)
* Child Rights, Child Protection and Child Development (Yangon, Myanmar)

**V. KEY RESPONSIBILITIES AND ACHIEVEMENTS UNDER PREVIOUS ROLES:**

**Key Responsibilities:**

* Designing and developing program results/logical/M&E frameworks
* Leading M&E Team and project staff regarding M&E activities throughout the implementation of projects
* Conducting surveys, assessments, and other research studies including disseminating the study findings and recommendations within the organization and other relevant stakeholders
* Leading the information management including the use of Database and the data quality assurance performances
* Contributing to project proposal development, project planning, and writing project reports
* Building the capacity of staff in M&E concepts and data collection methods

**Key Achievements:**

* I established the monitoring and evaluation system and accomplished implementation of it for several education development projects leading a team of Monitoring and Evaluation staff in order to fulfill both project and organizational requirements.
* I led the series of workshops to device Standards Checklists to assess and monitor the project progress around teaching and learning, school management and administration, WASH practices, school-based child safeguarding, and community/parental engagement.
* I developed the tools to monitor the progress and situation of out-of-school children including from different remote areas.
* I led and conducted designing and conducting several research studies including a recent nation-wide representative study for monastic education sector development. Findings and recommendations of a sector wide study could contribute to developing National Education Strategic Plan II and Monastic Education Strategic Plan.
* I organized training workshops on project monitoring and evaluation concepts, data collection methods.
* I contributed in refining and revising organization database to have better database management system.
* I could manage the data collection, entry, cleaning, analysis and usage for the data collected from about 1000 monastic schools and the training data of more than 3000 teachers across the country.
* By circulating the findings and recommendations generated from monitoring and other studies, I well contributed to better project identification, designing, and implementation ensuring the quality and relevant supports for the project beneficiaries among the communities.
* I contributed in the government educational reform activities below.
	+ TCSF Validation Study Phase-2 conducted by MoE and Unesco
	+ TCSF Validation Study – Phase-3 Case Study conducted by MoE and Unesco
	+ Baseline Study of School Quality Improvement conducted by MoE and My-EQIP
	+ Member of SSWG on Management, Capacity Building, and Quality Assurance

**VI. CAREER SUMMARY**

*2016 – 2022*

Role: Monitoring and Evaluation Manager,

Project 1: Inspire – A program to motivate and make education accessible through Monastic

 Schools in Myanmar (2016 – 2019)

Project 2: Strengthening the Monastic Education System in Myanmar (2017 – 2022)

Project 3: Our School (2018 – 2021)

Project 4: Continuous Education for Children (2021 – 2022)

Funder: Educate A Child (EAC), Myanmar Education Consortium (MEC), and Child Fund Myanmar

Organization: Monistic Education Development Group, Mandalay

*2011 - 2015*

Role: Quality, Learning and Monitoring Team Coordinator,

Project 1: Support to Strengthening Monastic Schools Education in Myanmar (2013 – 2015)

Project 2: Monastic Education enhancement Program (2011 – 2015)

Funder: Myanmar Education Consortium (MEC), European Union

Organization: Monistic Education Development Group, Mandalay

*2010-2011*

Role: Monitoring & Evaluation Officer

Project: Cyclone Nargis Monastic Education Support Program (with technical cooperation with

 Burnet Institute Myanmar)

Funder: AusAID

Organization: Phaung Daw Oo School (Thone Htep School), Yangon

*2009 -2010*

Role: School Administration Trainer

Project: Building Back Better Education in Monastic Schools in Ayerawaddy Division

Funder: Misereor and Pyo Pin,

Organization: Phaung Daw Oo School (Thone Htep School), Yangon

*2003 – 2006*

Role: Volunteer School Administrative Office Assistant and Primary Teacher

Organization: Phaung Daw Oo School, Mandalay