

INTERNAL/EXTERNAL VACANCY ANNOUNCEMENT

Vacancy No: RUW/2016/9/28/013

Who we are?

The Danish Refugee Council (DRC) is a private, independent, humanitarian organization founded in 1956 currently working on all aspects of the refugee cause in more than twenty five countries throughout the world. The aim of DRC is to protect refugees and internally displaced persons (IDPs) against persecution and to promote durable solutions to the problems of forced migration, on the basis of humanitarian principles and human rights. DRC works in accordance with the UN Conventions on Refugees and the Code of Conduct for the ICRC and NGOs in Disaster Relief.

The protection and assistance to conflict affected population is provided within a long-term, regional and rights-based approach in order to constitute a coherent and effective response to the challenges posed by today's conflicts. Assistance consists of relief and other humanitarian aid, rehabilitation, support to return and repatriation as well as promotion of long-term solutions to displacement and its causes. In addition, support and capacity building of local and national authorities and NGOs form an integral part of DRC's work.

Country and Project Background:

The Danish Refugee Council/Danish Demining Group (DRC-DDG) has been working in Sudan since 2004 and was subsequently present in South Sudan when it gained independence in 2011. DRC-DDG South Sudan programme's current focus is on supporting forcibly displaced and conflict-affected people, including refugees, internally displaced persons (IDPs) and returnees, to access their rights in a safe and secure environment. Currently DRC-DDG is operational in Ruweng State and Upper Nile States. Currently the South Sudan Programme works in 5 field locations and expects to be a roughly \$20m+ programme in 2016, working in the sectors of Camp Coordination and Camp Management, Protection, Shelter/NFI, and Food Security and Livelihoods.

DRC-DDG Seeks to Recruit:-

Position Title	M&E OFFICER
Report to:	FSL PROJECT MANAGER
Duty Station:	AJOUNGTHOK
Contract Type	Fixed-term with possibility of extension depend on funding availability
Employment Start Date:	ASAP
Salary	According to DRC DDG Salary policy – non negotiable
Advertisement Closing Deadline	11 th October 2016; 5:00 PM EAT

Purpose of the post

To give support to Food Security and Livelihoods activities and development programs for both refugees and the host communities with in the project area

Responsibilities and Tasks

In coordination with FSL manager other project officers, support the design and review of appropriate M&E data management tools (templates and formats) in relation to relevant programme activities;

In coordination with relevant stakeholders ensure and enhance community ownership of the programme by ensuring community consultation and use of participatory approaches in M&E.

Plan and coordinate accurate data collection, entry, analysis and audit, based on performance indicators, timely reporting and dissemination;



Provide technical support to the FSL programme team members, ensuring timely Monitoring is conducted against performance indicators for accountability in their projects.

Build the capacity of field staff in monitoring activities, collect, analyze and use accurate data efficiently in their programming activities.

Manage performance monitoring plans, and project Monitoring Information Systems (MIS) and data base accurately, amalgamation of project data, in coordination with other M&E team, and working closely with external evaluators during donor assessments and evaluation when called upon;

Coordinate with other agencies for learning and sharing of good practices in M&E.

DESIRABLE QUALIFICATIONS

- Minimum Ordinary Level certificate

Relevant computer skills software skills with proficiency excel, data management systems including data collection, entry and analysis applications and reporting or its equivalent

- Knowledge and/or experience in qualitative and quantitative data management techniques;
- Experience in project monitoring and evaluation with special emphasis on data management including data collection, analysis and storage;
- Experience working with an international development organization and knowledge of reporting procedures, best practices, guidelines and tools for monitoring and evaluation;
- At least 2 years' experience in monitoring and evaluating Food security and livelihoods projects.

Excellent written and spoken English, knowledge of basic Arabic is an added advantage

Proven organizational ability to work independently, with initiative, manages multiple tasks in an effective, pro-active and timely manner.

Flexible, with excellent interpersonal networking skills, able to build and manage relationships in a multi-cultural, multi-ethnic environment with respect for diversity.

Positive attitude and strong motivation to work for the most vulnerable and those suffering from displacement;

How to apply

Please send a covering letter outlining how your skills and experience meets the Person Specification along with your CV to Human Resources department through jobs.southsudan@drc-ssudan.org copying finance.officer2.unity@drc-ssudan.org

OR

Submit your hard copy application to the Human Resource/Finance department to the attention of Finance officer, DRC-DDG Office in Ajoungthok

The position/vacancy number MUST be clearly mark in the application and on envelop.

Further information;

Please note, as this position is urgent, applicants may be shortlisted and interviewed prior to the closing date.

We appreciate your application however, only short listed candidates will be contacted for interview. If you have not been contacted within two weeks of the closing date we regret that your application has been unsuccessful. Please continue, however, to periodically review our website, South Sudan NGO Forum website <http://www.southsudanngoforum.org/boards/index.php?board> for other suitable opportunities.

