

# Job Advertisement

## Senior Monitoring, Evaluation and Learning Technical Officer

**Job Purpose:** To improve projects quality and effectiveness through the provision of quality and timely Monitoring and Evaluation (M&E) information

### A. Key Responsibilities

#### 1. Monitoring, Evaluation and Learning; advise and or respond in order to improve projects quality and effectiveness.

- Participate in the planning, implementing and following up of beneficiary accountability.
- Monitor progress towards project objectives, writing up reports including feedback and recommendations
- Advice on reporting and communication of lessons learned for the benefit of present and future projects.

#### 2. Technical

- Act as a focal point in liaising with local communities, civil/traditional authorities, and counterparts for M&E related activities in the field.
- Assist in developing M&E tools and methodologies and training in using the same.
- Provide input for accurate and timely reports and evaluations.

#### 3. Surveys and Assessments

- Coordinate the planning and implementation of surveys and coverage assessments.
- Train and prepare field team members for M&E and survey methodologies such as LQAS and cluster sampling as part of staff capacity building.
- Supervise enumerators in the field, reviewing the filled questionnaires and ensure qualitative interview work.
- Participate in survey data clearing and making use of the data e.g. LQAS coverage assessments, confidence interval-tables and tables for comparisons.
- Participate in communicating the collected data.

#### 4. Logistics

- Liaise with PMs and the logistics department to ensure necessary supplies are made available in a timely manner for the implementation of M&E activities.
- Keep accurate records of supplies necessary for field M&E activities.

### B. Person Specifications

#### Essential

- Graduate degree in in public health, biostatistics, statistics, econometrics, or other related field
- At least 2 years relevant experience with in a similar position
- Work experienced within the concept of Knowledge, Practice and Coverage surveys (KPC)
- Experience as supervisor for household surveys

#### Desirable

- Master's degree in public health, biostatistics, statistics, econometrics, or other related field
- A qualification on qualitative survey methodologies such as focus group discussions
- Experience in preparing and usage of the various M&E tools and methodologies

Applications deadline: **25<sup>th</sup> August 2017.**

An exhaustive Job Description of this position is available on request from the email below. Only shortlisted candidates will be contacted.

Please submit your application comprising (1) a comprehension CV that includes contact details, education and training background, work experience and 3 referees, and (2) a cover letter detailing how you qualify for this position to:

**Recruitment**

**Human Resources Department**

**Medair South Sudan - Theo Road, Hai Tong Ping**

or e-mail: [recruitment@southsudan.medair.org](mailto:recruitment@southsudan.medair.org)

