

world relief™ 



Vacancy Announcement

World Relief is an International Non-governmental Christian Humanitarian and Development Organization. The organization has been providing humanitarian assistance to the vulnerable population of South Sudan since 1998

World Relief South Sudan is looking for a suitably qualified **South Sudanese National** to fill the below vacancy:

Title: Monitoring & Evaluation Officer
Department: Health
Reports To: County Coordinator
Duty Station: Koch

Job Summary

The Monitoring and Evaluation officer will work in close collaboration with Health Program Manager and County Health Department to contribute to effective monitoring and evaluation in the County. He /She will contribute to strengthening data management, improving the quality and timeliness of reports and assisting in building the capacity of health facility and County Health Department staff to utilize their data for decision making.

Responsibilities:

- In collaboration with the County Health Department, collect and collate reports from the health facilities and participate in Regular project reviews.
- Organize joint monitoring visits with the County Health Department to facilities for data clarifications.
- Monitor the implementation of the work plans and project activities to ensure quality and adherence to the schedules
- Assist in the development and implementation of Programme and projects
- Joint visits to all the health facilities to ensure implementation, data collection, reporting are based on standard Ministry of Health protocols and guidelines
- Work with County Health Department staff to supervise data input into the DHIS and processes for checking data quality with partners
- Support the County Health Department to ensure that monthly DHIS reports and weekly reports are submitted to Ministry of Health World Relief and Donors by the stipulated deadlines.



- Oversee the outputting of DHIS in preparation for the quarterly review and re-planning process.
- Work with the County Health Department to ensure all health facilities have the necessary data collection tools, report formats, equipment and supplies to render quality PHC services
- Provide training, on-job and other on data collection and patient care where necessary to ensure best practices.
- Provide performance improvement plans with the County Health Department and health facility staff's as needed.
- Work with the County Health Department staff to oversee the implementation of all PHC activities conducted at facility and outreach level, including: epidemiological surveillance, ANC, MCH, OPD, EPI, Health Education and Laboratory Services.
- Perform other duties as assigned by supervisor which contribute to the achievement of project goals.

Education / Skills Requirements:

- Degree or Higher Diploma in Information Management, Project Management, Engineering or other relevant academic background.
- At least three years' experience in Monitoring and Evaluation
- Proven experience in:
 1. People Management
 2. Project Implementation
 3. Evaluations/assessments
 4. High quality report writing
- Good Proficiency in computer (Word/Excel/Power point/outlook)

Application Requirements:

Applicants desiring consideration for this position should submit the following:

- Application letter, expressing your motivation for the position you are applying for
- Current CV, Copies of diplomas and certificates, including nationality certificate
- List of three former supervisors who can serve as job references one of whom should be from the church with their **valid email addresses and contact numbers**.

Interested candidates should submit the above requirements to the HR & Administration Manager, World Relief by email to WRSSrecruitment@wr.org and by hand delivery to World Relief Office at Hai- Cinema **not later than 10th April 2017 at 5:00 pm**. include the job title in the subject line of the email.

Due to the urgency, Applications will be reviewed as they are being received and only the shortlisted candidates will be invited for interviews.

