

To: 14.3
Approved by labour
officer
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PS EHRD



Position Vacancy

SEARCH FOR COMMON GROUND



Monitoring & Evaluation Officer

Based in Juba, South Sudan

Job Description / Announcement

The Organization

Search for Common Ground (Search) is an international non-profit organization that promotes peaceful resolution of conflict. With headquarters in Washington, DC and Brussels, Belgium, our mission is to transform how individuals, organizations, and governments deal with conflict – away from adversarial approaches and toward cooperative solutions. We seek to help conflicting parties understand their differences and act on their commonalities.

With a total of approximately 750 staff worldwide, we implement projects from 55 offices in 34 countries, including in Africa, Asia, Europe, the Middle East, and the United States. The organization is an exciting and rewarding place to work, with dedicated and enthusiastic staff that loves their work. Search began working in South Sudan in June 2014. Our programming seeks to promote peace and end violence, using radio programs, outreach activities, and support to local organizations.

Summary of Position

Search in South Sudan is about to launch a new program with the aim to empower young people in their communities by leveraging media. As such, Search is currently seeking to recruit a **Monitoring & Evaluation Officer** to lead ongoing monitoring and evaluation efforts of the program and media activities. Based in Juba, reporting to Search's South Sudan Program Manager and collaborating with Search's Institutional Learning Team (ILT), the Monitoring & Evaluation (M&E) Officer will support the establishment of a strong M&E system and tools for the program, including radio programming, conduct regular monitoring visits, track project monitoring data, and ensure documentation of results.

Responsibilities

- Based on the logical framework, results chain and theory of change (ToC) of the project, develop the project's M&E plan and data collection tools;
- Develop a solid monitoring system for the project, with a particular focus on media monitoring and media program's reach, resonance and response.
- Train program staff in the use of monitoring tools for their activities, and help them analyze the data collected;
- Conduct regular monitoring missions in the program's target areas and share findings with the program staff as part of quarterly reflection sessions to inform programming;
- Contribute to identify and synthesize good practices and lessons learned;
- Review quarterly narrative reports and verify accuracy of monitoring data reported;
- Support external evaluation exercises – including baseline and final evaluation processes – developing terms of reference, supporting the data collection and review processes, ensuring timely delivery;
- Maintain a results database to ensure all program outputs and outcomes are accurately recorded to inform programming and reporting;
- Review the quality of the data collected by program staff during activities and provide guidance;
- Contribute to strengthening the M&E capacity of program staff and partners;
- Be directly engaged in the continuing development of the organization, its mission and its staff, through the sharing of experience and knowledge;
- Contribute to design, monitoring and evaluation for new projects development and proposal development (developing ToC, logical frameworks and M&E narratives);
- Participate in regional DM&E conference calls at the regional level;
- Complete all other tasks as required.

As job descriptions cannot be exhaustive, the position holder may be required to undertake other duties that are broadly in line with the above key duties.

Qualifications

- Bachelor's degree in international development, conflict resolution, peacebuilding, communication, project management or related field.
- At least three (3) years of INGO or CSO experience in design, monitoring and evaluation in South Sudan.
- At least two (2) years of experience in field-based data collection and analysis;
- Strong analytical skills;
- At least two (2) years of experience in qualitative data collection and analysis;

- Experience monitoring and evaluating programs with a media component is a comparative advantage;
- Strong attention to detail.
- Strong and proven ability in report writing, in English.
- Proficiency with Microsoft Office Suite, as well as social media platforms.
- Excellent interpersonal skills, presentation and effective communication with a variety of stakeholders.
- Ability to maintain professionalism, creativity, and enthusiasm while working in a fast-paced, multi-cultural environment with minimal supervision.
- Cultural sensitivity and strong interest in dialogue, peacebuilding and conflict transformation.
- Written and oral proficiency in English. Proficiency in other South Sudanese languages is an asset.

Please note that:

- This position is open to South Sudanese nationals only.
- This position is available immediately.
- Women are strongly encouraged to apply.

To Apply: *Please submit a cover letter, resume and salary requirements via <https://sfcg.bamboohr.com/jobs/view.php?id=1609> Please be sure to mention where you found this posting. No phone calls. Closing date for applications is **June 24, 2019**. Only applicants invited for an interview will be contacted. Please see our web site www.sfcg.org for full details of our work.*