



VACANCY ANNOUNCEMENT



Job Title	Monitoring, Evaluation, Accountability & Learning Officer
Job Location	Maiwut County
Posting Date:	15 th Dec 2017
Closing Date:	31 st Dec 2017

General Description of the Program

GOAL has been working in Sudan since 1985 and first began implementing its integrated Primary Health Care (PHC) intervention in Twic County, South Sudan in 1998 where it supported 24 health facilities. GOAL began work in Abyei in 2003, and now supports health facilities from its base in Agok (37km south of Abyei town), and expanded programmes along the Sobat Corridor; Baliet and Ulang counties since 2007 and Maiwut in Upper Nile State since 2014, where it now supports the County Health Department (CHD) to manage all health facilities in the counties. GOAL's holistic approach to addressing the poor health status of these populations includes the provision of curative care, reproductive health (RH), nutrition and Water, Sanitation and Hygiene (WASH) services, with complementary livelihoods programming to tackle the root causes of poverty. In addition, in recent years GOAL has placed a particular focus on preventative medicine including community health promotion and behaviour change.

General Description of the Role

Provide support for the implementation of routine data collection, analysis & reporting, Accountability, periodic evaluations, Surveys & Assessment in GOAL programmes in the field in collaboration with the MEAL Coordinator

Detailed Responsibilities:

The position will support the following sectors

Food Security and Livelihoods

- Work with the MEAL coordinator to develop a monthly data collection and verification Plan, ensuring that farmers group, VSLA, IGA and Reflect groups are visited, and reports collected and sent by 5th of the following month.
- Review weekly FSL reports and provide feedback on data quality, completeness and trends performance analysis on Tuesday of every week before it is sent from the field to Juba.
- Work with the relevant field FSL manager for data collection, Quality Assurance/Quality Checks including data validation, data verification, data entry, data analysis and interpretation
- Ensure that data is sent in a timely manner
- Work closely with project officers and project finance officer to collect and analyse data on cost of programme delivery.
- Conduct regular supervision visits to each FSL groups
- Provide training on M&E for relevant field FSL staff including training to field FSL staff on the use of DDG for data collection, analysis and reporting
- Target setting- Share the relevant indicators with the field team and Work with the PM to set and measure targets and also monitor progress on the targets for each donor and in line with the indicators and population figures.
- Monitor the process on beneficiary selection criteria and ensure compliance to selection criteria.
- Support the PM in setting up file system, and ensure the system is well running throughout the year.
- Ensure standardized M&E tools are used.
- Documentation and picking of success stories through personal interview and taking photograph to be shared with AC/MEAL Co and the RECOVER project Manager

Health and Nutrition



Approved
JFA
15/12/2012

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- Work with the MEAL coordinate to develop a monthly data collection and verification Plan, ensuring that health facilities and circles are visited, and reports collected by 5th of the following month.
- Review IDSR weekly and provide feedback on data quality, completeness and trends performance analysis on Tuesday of every week before it is sent from the field to Juba.
- Work with the County Health Department M&E officers for data collection, Quality Assurance/Quality Checks and ensure reports are consolidated and sent timely
- Supporting AHM on monthly data collection, ensure data are verified before entry to DHIS, NIS and other databases and that databases are up to date and accurate before exporting or sharing.
- Conduct regular supervision visits to each facility and circles to check the quality of data produced.
- To identify where adaptations might be needed, and share DHIS and NIS hardcopies data and analysis with health facilities.
- Support head of clinics in setting up health facilities files system, and ensure the file systems are in place and in use throughout the year
- Provide training on M&E for clinic heads and relevant health staff
- Carry out On site data validation, data verification, data entry, data analysis and interpretation
- Target setting– Share the relevant indicators with the field team and Work with AHM to set and measure targets and also monitor progress on the targets for each donor and in line with the indicators and population figures
- Assessment of Health and Nutrition from secondary data available
- Review the monthly data collection forms and tally sheets to ensure all indicators and reporting requirements are captured for line registration, EPI Vaccination, midwives, etc.
- Monitor the process on beneficiary selection criteria and ensure compliance to selection criteria.

Other cross cutting roles include

Support the implementation of Accountability, Evaluations, Surveys and Assessment:

- Support the over-all process of Surveys and Assessment including data collection among all programme sectors, advising, supporting and helping practically as and where necessary including support to planning, logistics, participant selection, designing questions and selection and training of enumerators and to investigate the underlying causes of outcomes observed in GOAL surveys.
- Act as focal point for procurement of survey, assessments and evaluation materials in the field.
- As requested, conduct a 'lessons learnt' assessment and 'recommendations development' workshop following each survey documenting key areas for improvement / amendment at the next survey, ensure findings are used to improve the process of the next survey and create recommendations for programmes.
- Disseminate reports to all relevant partners once verified and approved for distribution.
- Carry out team meetings in all field locations to fully feedback the results of the survey to GOAL staff.
- Carry out community meetings in all field sites to feedback results to community members.
- Ensure good coordination and communication with logistics and finance teams in the field on surveys, assessment and evaluation in the field.
- Communicate to programme sectors on upcoming surveys
- Tracking and updating AC/MEAL on progress of surveys recommendations
- Support the Accountability focal person in the conduct of Core humanitarian standards training in the field
- Working closely with Accountability focal person in the conduct Accountability Assessments in the field
- Work with the Accountability focal person on the implementation of Complaints and response mechanism (CRM) in the field, in conducting FGD, distribution of Suggestion boxes, field staff and community log books and all types of CRM entry points, collection and collation of entries, data input into CRM database and reporting to the CRM implementation team.
- Any other duty assigned by the supervisor.

Person Specifications

- Relevant qualification, preferably first Degree/ Diploma with competency in statistical analysis or Mathematics.



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- Previous M&E experience in the humanitarian and development sector
- Previous experience of conducting FSL, nutrition, mortality and multi-indicator surveys following SMART guidelines in an emergency context preferred.
- Proven report writing skills in English (required) and at least a basic understanding of statistical analysis
- Previous experience with DHIS, NIS, SPSS, ENA and Epi Info and Excel preferred; familiarity with basic computer packages essential
- Proven ability to give attention to detail.
- Ability and willingness to travel to and stay in remote locations
- Strong interpersonal skills and ability to work effectively and independently within a multi-cultural team with differing areas of expertise.
- Ability to speak, read and write in English (required)

Equal opportunities

GOAL practices and does not discriminate because of ethnic background, colour, age, disability, marital status, religion or gender and will practice positive gender employment as far as possible however female candidates are encouraged to apply.

Child protection

GOAL recognises the rights of all children within our care to be protected from harm in accordance with the United Nations Convention on the Rights of the Child (CRC). GOAL takes seriously its duty of care and it undertakes to create an organisation that is safe for children where all efforts are made to prevent abuse. GOAL sees the best interests of the child as paramount.

Applications should be addressed to the Human Resource Department, Goal South Sudan office Munuki, Juba or alternatively email your applications to goaljobs@ss.goal.ie before 31st December 2017. Please note that only shortlisted candidates will be contacted. Do not submit original documents at this stage of recruitment. This is a national position therefore ONLY South Sudanese are encouraged to apply.