



**VACANCY ANNOUNCEMENT**  
Vacancy No. JBA/2016/06/03/001

**INTRODUCTION**

The Danish Refugee Council (DRC) and Danish Demining Group (DDG) is a humanitarian, non-governmental, non-profit organization founded in 1956 that works in more than 30 countries throughout the world, including South Sudan. DRC/DDG fulfills its mandate by providing direct assistance to conflict-affected populations, including refugees, internally displaced people and host communities. Under its mandate, the organization focuses on emergency humanitarian response, rehabilitation, post-conflict recovery and humanitarian mine-action.

DRC/DDG commenced work in South Sudan, formerly Southern Sudan, in 2005 and currently provides expertise in camp coordination and camp management (CCCM), community services, protection and the provision of emergency shelter and non-food items in Northern Bahr el Ghazal, Unity and Upper Nile states. Activities implemented by DRC/DDG are funded by money raised from the Danish public and by project grants from the Danish government and other bilateral and multi-lateral donors.

**CONTEXT - SOUTH SUDAN**

The civil war that started in Juba on 15 December 2013 quickly spread to areas outside the capital. The state security agencies began to fracture along ethnic lines and according to loyalties that pre-date the South Sudanese state. Armed non-state actors were mobilized across greater Upper Nile with both government and anti-government forces unleashing campaigns of targeted violence against civilians. It was a pattern of conflict typical in South Sudan with the most affected areas being those which saw brutal south-on-south violence during the second civil war and those which have been prone to militia activity in the years since.

As of June 2015, the civil war that started in South Sudan in December 2013 has to date left more than 4.5 million people in need of acute humanitarian assistance. 1.5 million are internally displaced, 506,938 have sought refuge in neighboring countries and many more suffer from the negative side effects of the war, most notably acute food insecurity, damaged livelihoods and severe threats to protection.

While IGAD and other bodies have tried to mediate and facilitate peace negotiations between the warring parties, all cease-fire agreements have collapsed and prospects for lasting peace are not in sight. On 1 February 2015, the parties to the conflict agreed to a plan to complete the peace negotiation process under the auspices of Inter-Governmental Authority on Development (IGAD) on 5 March 2015 with an intention to move into a pre-transitional period on 1 April 2015. Unfortunately, the 5 March deadline passed with no further agreement on the governing modalities that could lead South Sudan out of the current crisis. The two sides remain divided on fundamental issues of power sharing including federalism, transitional security arrangements, wealth sharing, and the status of the national legislature, national debts, transitional justice and parameters of the permanent constitution making process. While many of these issues could be dealt with during a pre-transition period and with inputs from the citizens of South Sudan on how their country should be governed, the warring factions have stalled progress towards reducing violence and suffering due to an inherent lack of trust in the other to stick to commitments.

Since the talks in early 2015 failed, IGAD and other international partners have been talking about a reformed and reinvigorated peace process, which intends to implement a common plan and table a reasonable and comprehensive solution to end the crisis. This approach will bolster IGAD and potentially reduce the distracting regional politics at play by bringing in friends of South Sudan, such as South Africa and Tanzania, the Troika and more support from the AU.

<b>Position Title:</b>	Roving Monitoring, Evaluation & Learning Manager - National
<b>Reporting to:</b>	Deputy Country Director – Program
<b>Duty Station:</b>	Juba, South Sudan (with frequent travel to all DRC Operational Areas)
<b>Contract Type</b>	Fixed-term with possibility of extension depending on funding availability
<b>Employment Start Date:</b>	01 <sup>st</sup> September 2016 End date 31 August 2017
<b>Salary</b>	According to DRC DDG Salary policy-non negotiable
<b>Advertisement Closing Deadline</b>	19 <sup>th</sup> September, 2016
<b>Number of position</b>	1

**Position's Overall Objectives**

Under the direct supervision of the DCD – Program, The Monitoring, Evaluation and Learning (MEL) Manager will support DRC South Sudan Program in the designing, collection, analysis, and use of monitoring and evaluation data for programme improvement, learning, and where feasible to demonstrate impact. The post holder will lead the implementation of standard monitoring, evaluation and learning activities for the field programme. S/he will also coordinate with MEL Officer at field level for the Field programme Information system which includes data collection, data entry, analysis and reporting.



## Position's Specific Objectives and Responsibilities and Tasks

To achieve the overall and specific position's objectives the MEL Manager will perform the following tasks and undertake the following responsibilities:

### Monitoring, Evaluation, Reporting and Learning

- Designing and implementation of Monitoring, Evaluation, Accountability and Learning system in support of the projects and overall programs of DRC South Sudan.
- Liaise with M&E Officer in developing tools as per M&E Plans designed for each project to ensure donors and other stakeholders M&E needs are aligned with organization M&E system.
- Participate in regular project review exercises.
- Coordinate with the Program Team to ensure regular field visits to project sites and data collection.
- Monitor implementation of the project activities through collection and analysis of qualitative and quantitative data and provide feedback to program management for addressing issues and gaps identified during monitoring.
- Designing evaluation, review and assessment tools and lead training of MEL Officers for data collection at field level, data analysis and report.
- Review of monthly, progress reports, quarterly, annual reports, and other reporting requirements.
- Assuring the compilation/documentation of program related information, processes, lessons learned, and success stories of the project.
- Develop periodic assessment and reporting templates and guidelines.
- Build the capacity of MEL Officers in developing, using and maintaining M&E systems by providing technical support, training and guidance, coaching and mentoring for effective program/projects implementation.

### Data and Information Management

- Design the data and information management tools (data bases) for the field program and capacity building of field base MEL officers and field staff for ensuring the correct and consistent entry, storage and analysis of activity data.
- Provide programme with timely data to enable programme planning and reporting.
- Maintain a detailed database of beneficiaries from DRC programme activities as means of verification for activities delivered.

### General

- To carry-out any other duties and/or responsibilities assigned by immediate supervisor within the scope of organizational priority.
- To be accountable, give feedback and appropriate information regarding requested or on-going tasks.

### QUALIFICATIONS

- A minimum of 3-4 years of direct, "hands-on" working experience in monitoring and evaluation of emergency and development programmes.
- University degree in Humanitarian or Development studies, statistics or related studies.
- Humanitarian programme experience with NGOs as well as understanding local languages.
- Experience in data collection tool through ODK system to design and convert the data collection tools in to ODK.
- Experience in data management using Excel, SPSS and/or STATA. This will include hands-on experience in data capturing, analysis and reporting of indicator data as well as supervising data collection.
- Excellent interpersonal skills both verbal and written communications skills as well as strong Team working skills
- Excellent working knowledge of computers. Knowledge of Excel and Access databases a distinct advantage.
- Ability to manage multiple tasks in an effective, pro-active and timely manner.
- Good knowledge of Office Software and data collection tools (Open Data Kit).

### 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](mailto:jobs.southsudan@drc-ssudan.org)

OR  
Submit your hard copy application to the Human Resource department to the attention of Senior Human Resource Officer, Recruitment & Compensation – DRC-DDG Office in Juba at Hai Supiri road, near UNICEF and NPA main office.

Title of the position/vacancy number **MUST** be clearly mark in the application and on envelop. Be course of agency for filling the position interviews will be conducted before the end of the advert date line  
DRC-DDG is an equal opportunity employer; we encourage all qualified South Sudanese to apply, irrespective of gender or age. Female Candidates are strongly encouraged to apply.

Further information-or for general information about the DRG-DDG, please visit our web site at [www.drc.dk](http://www.drc.dk). 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.

