



External Job Advertisement

M & E Specialist



The Viable Support to Transition and Stability (**VISTAS**) Program is USAID's flagship program in South Sudan. The Program's goal is to mitigate the further spread of communal violence and rising tensions in critical areas where conflict may have national implications. VISTAS targets lower-level, local conflicts which are vulnerable to higher level political manipulation or which may impact the national dynamics and reflects the new context and the different dynamics on the ground.

VISTAS objectives are:

- To increase space and tools to manage conflict and tensions. VISTAS identifies opportunities within and across communities in critical areas to mitigate disputes, promote peace messages, and strengthen the tools and resources needed to build trust and find solutions to problems.
- To build cross-line interdependency to promote peaceful coexistence. VISTAS works with actors and communities in critical areas to promote and establish mutually beneficial interdependence and understanding of the value of maintaining a positive and peaceful coexistence.
- To promote a more informed community. VISTAS work to promote access to reliable and trustworthy information for communities in critical areas in order to mitigate political manipulation and misinformation that could lead to further tensions and conflict.
- To engage communities in trauma awareness to lay the foundation for healing and reconciliation. VISTAS works with communities to understand how trauma has perpetuated historical tensions and begin to bridge these divides, paving the way to reconciliation through other processes.

Currently VISTAS operates in areas within Upper Nile, Jonglei, Lakes, Unity, Northern Bahr el Ghazal and the Equatorials

Position Title: M & E Specialist

LTTA: Long term: Nine (9) Months– with possibility of extension)

CCN: South Sudanese

Location: Rumbek

Reports to: Director

Key Responsibilities:

The Monitoring & Evaluation Specialist's main responsibilities are to:

- o Ensure that each grant activity has an M&E plan and a cohesive theory of change
- o Collect information on the progress and impact of ongoing/recently concluded activities
- o Assist with the design of data collection tools in line with the M&E plan for implementation during and post activity, including but not limited to surveys, questionnaires, interviews and focus groups;
- o Draft AEFs (in conformity with database details) for review by RPDCs
- o Carry out monitoring visits to project activity sites, recording accurate and detailed data and complete observation notes
- o Take photos and record GPS locations of each project activity
- o Draft and submit weekly task lists and M&E activity notes
- o If required, assist in the preparation of weekly, monthly, quarterly, annual M&E reports and updates
- o If required, assist in the preparation and execution of cluster evaluations



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- Draft a minimum of one success story per month for submission to the RPM.
- Understand and enforce the Program's policy of zero tolerance for fraud and corruption
- Any other duties as designated by your supervisor or Senior Management Team

Minimum Qualifications: -

The Monitoring & Evaluation Specialist must be an individual with sound judgment, good communication, teamwork, organizational and critical thinking skills, and solid experience with international organizations, specifically in the arena of Monitoring & Evaluation. This position will spend much of their time in activity locations in remote and often insecure areas. The successful candidate will be able to operate and move around independently, by motorcycle if necessary, in order to monitor program activities.

- A university degree or diploma
- At least two years of work experience in Monitoring & Evaluation, preferably for an international organization
- Knowledge of conflict mitigation or peacebuilding issues in South Sudan
- Proficiency in Microsoft Excel, Word, and Outlook
- Relevant language skills for the region as well as written and spoken fluency in English
- Sound judgment, communication, teamwork, organizational and critical thinking skills
- Experience working on USAID funded programs is preferred

HOW TO APPLY FOR THIS JOB:

Interested candidates who meet the above mentioned conditions should submit their application letter and CV listing three references and a phone number or other contact details to: **The Human Resources & Administration Director, AECOM International- Kololo Road, Road No 5, Block No 3 K South Tongping, near the Immigration Office, Juba, South Sudan Or e-mail to southsudanrecruitment@aissudan.com . Not later than September 25th 2017.**

Note, AECOM International South Sudan is an equal opportunity employer; it does not discriminate on the basis of religion, race or political affiliation. Female candidates are highly encouraged to apply. In the subject line of the e-mail, please put the job title and location of the position.

Due to the urgent need for this position, CVs will be reviewed as the applicants submit.

Only shortlisted candidates will be notified for interview,

