



Approved by Labay Office Kuajok.
15/10/2018

South Sudan Grassroots Initiative for Development (SSGID)

"Working together with Local Communities for Prosperous South Sudan"

VACANCY ANNOUNCEMENT



Job Title: Project Officer – Monitoring and Evaluation

Duty Station: Kuajok- Gogrial West County – Warrap State

Reporting to: Project Manager – SSGID

Vacancy No: 005/SSGID/18

Closing Date: 26th October 2018

Background

South Sudan Grassroots Initiative for Development (SSGID) is a non-profit making organization that was founded in South Sudan in 2013 a group of Youths and Women with the aim of responding to the ever increasing social, economic, health and illiteracy challenges facing many people in South Sudan. SSGID is legally registered in South Sudan as a national Humanitarian and Development Community Organization with Relief and Rehabilitation Commission (Registration number 350) SSGID core sectors of work include Food Security and Livelihood, WASH, Education, Health and Peace Building as there are the most development aspects that South Sudan needs to attain the sustainable development (SDGs)

SSGID therefore seeks to recruit a highly competent Project Officer M&E from 15th October 2018 to support the implementation of the project in Gogrial West County – Warrap State. The initial contract will be for a period of 1 year with the possibilities of extension upon performances



ROLE PURPOSE

Under the direct supervision of the Project Manager, the Project Officer – M&E will support the implementation of the project in Gogrial West County, Warrap



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State through sustainable and innovative interventions with a focus on monitoring and Evaluation

Key Jobs Responsibilities

The Food Security and Livelihoods Project Officer will perform the following functions-

- Monitor all the Implementation of the project activities for SSGID Project
- Conduct training of local extension agents and farmer group leaders on how to use data collection tools.
- Developing M & E tools, regularly collect, update, and store data in the project M&E database
- Collect and document success stories, case studies, and lessons learned, and best practices in the project.
- Conduct routine tracking of progress on milestones and indicators using the project indicator tracking table and update management regularly.
- Plan and conduct quarterly project monitoring and lead data collection on approved indicators in line with Annual Implementation Plan
- Analyse and discuss findings based on regular monitoring data; including generating M&E reports
- Ensure quality of the data collected before including the data in the report to World Vision and the donor.
- Provide technical support on M&E and evidence-based recommendations to the project manager
- Ensure that implementation of field activities adheres to SSGID’s and World Vision’s M&E systems and donor guidelines
- Participate in the design and implementation of planned assessments, baselines, and evaluations in line with the donor guidelines
- Participate actively in programme planning processes and periodic reviews as required
- Contribute to development of weekly, monthly, quarterly, bi-annual, and annual reports and ensure the report addresses cross-cutting issues of gender, protection, and disability.
- Contribute to other activities as assigned by the supervisor.

Qualifications and Experience required

- Degree in Statistics, Quantitative Economics, Social Science or other relevant fields with proven experience and training in monitoring and with elements of measurement (theory and practice)





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- At least 3- 5 years of experience in monitoring and evaluation. Experience as M&E for food security and livelihoods, and nutrition is highly preferred.
- Demonstrated competency in training, facilitation, coaching and mentoring skills;
- Demonstrated competency in M&E systems design, analysis and review
- Good knowledge and experience in using Epi-info, Epi-data, SPSS
- Knowledge and experience in developing M&E tools for data collection, analysis, and dissemination.
- Good writing and communication skills and highly skilled in writing project reports.
- Flexibility and willingness to change work practice and hours

Reporting Lines

The position reports to the project Manager – SSGID

How to apply

Interested and qualified candidates should submit their application letter and CV with their full contact via email to ssgidrecruitment@gmail.com copy to joy.ngurama@gmail.com or deliver hardcopies to SSGID Field Office Kuajok Next to Immigration Office – Wartit, indicate the job title on the subject line

Note: Only shortlisted candidates will be contacted for interviews, closing date for receiving applications is 26th October 2018 at 17:00 HOURS EAT
This is a national position, qualified females are highly encouraged to apply, and short listing will be done on rolling basis

Disclaimer: SSGID does not charge any kind of fee at whichever stage of the recruitment process and does not act through recruitment agents

NB: The successful candidate must be ready to start work immediately

