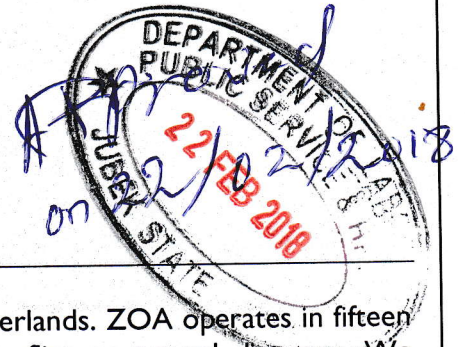




February 22nd 2018

VACANCY ANNOUNCEMENT
Vacancy No: ZOA-SSD-004-2018



About ZOA

ZOA is a Christian international NGO, with its head office based in the Netherlands. ZOA operates in fifteen countries on three continents. We provide relief to people affected by conflict or natural disasters. We contribute to a new perspective of hope in which people work together for a promising future in dignity and mutual trust. Together with the affected communities we work on the recovery of their livelihoods.

ZOA has worked in South Sudan since 1998 and is active in the sectors of FSL, Wash, Community Development and Peace Building with a mix of early-recovery programming where possible and humanitarian programming where necessary. ZOA – South Sudan has offices in three States (Jubek, Boma, Jonglei and will shortly be re-opening offices in the Central and Eastern Equitorias).

Position:	Senior M&E Officer
Duty Station:	Juba (with 60% travel to ZOA field Program Areas).
Reporting to:	Programme Advisor
Contract Duration:	One year fixed term.

Your Challenge

The position is to contribute to the quality of project implementation through monitoring of input, output, outcome and impact indicators as defined in the Planning, Monitoring and Evaluation (PME) framework. In addition, the position is to build capacity of staff of ZOA and her national partners in monitoring and evaluation methodologies and systems.

Your main tasks and responsibilities

Under the Senior Programme Advisor, the Monitoring & Evaluation Officer is responsible for the following tasks:

At Country Office level:

- ☉ Design and maintenance of the ZOA M&E-system;
- ☉ Keeping the organization up to date on trends related to and tools used for M&E;
- ☉ Advise the PGA for the approval of project monitoring plans drawn up by operational teams;
- ☉ Collect contextual and actual field information for area program planning;
- ☉ Contribute to proposal writing;
- ☉ Promote the use of standard indicators;
- ☉ Represent ZOA in sector coordination meetings when requested.

At Project level:

- ☉ Support the operational teams in the setup, planning, analysis, interpretation and reporting of surveys, baselines and evaluations;
- ☉ Assist the project teams in the development of monitoring and evaluation plans;

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- ☉ Monitor the progress of the M&E implementation by the operational teams and report on the progress to PGA with a copy to the Programme Manager (PGM).;
- ☉ Contribute to capacity building of all ZOA and partner staff on M&E-affairs;
- ☉ Exchange knowledge and experiences on monitoring, lessons learned and best practices through regular field visits;
- ☉ Facilitate the analysis and interpretation of M&E-information as an input to regular narrative reporting;
- ☉ Promote the utilization of M&E-data at project level by defining strengths, weaknesses, opportunities and threats and recommendations for adjustment of programming.

Other tasks

- ☉ Any other comparable duties as assigned by the Programme Advisor.

Skills/Attitude

- ☉ Result-oriented approach initiates but also makes sure that initiatives come to a satisfactory result.
- ☉ Pro-active, instead of reactive.
- ☉ Puts first things first, knows how to prioritize and achieves this with a personal touch.
- ☉ Analytical
- ☉ Flexible conduct
- ☉ Staff/ Customer-friendly attitude
- ☉ Accuracy
- ☉ Good communicator

THE PROSPECTIVE CANDIDATES SHOULD MEET THE FOLLOWING SET OF REQUIREMENTS;

- ☉ Bachelor degree in M&E, statistics, social sciences, development studies or other relevant discipline
- ☉ Advanced theoretical and practical knowledge of M&E methodologies, systems and tools
- ☉ Hands-on experience in a specific M&E-role (preferably 5 years and above)
- ☉ Up-to-date experience with digital base management and statistical data analysis packages
- ☉ Experience in participatory approaches in data collection
- ☉ Knowledge of humanitarian sector quality standards
- ☉ South Sudanese nationality

Information on application: Any qualified and interested South Sudanese National should send their application letter & recent CV with names of at least three professional referees not later than **05:00pm** on **Wednesday** the **7th March 2018** to recruitment.southsudan@zoa.ngo and copy p.oosterom@zoa.ngo or Hand delivered to our ZOA Country Office located at Nyakuron West, Plot 85, Block GII, Behind the National Security building in Hai Jebel, Juba.

FEMALE CANDIDATES ARE ENCOURAGED TO APPLY

Submitted applications and copies of certificates shall NOT be returned. ONLY SHORTLISTED CANDIDATES WILL BE CONTACTED.

Signature:



Handwritten mark