



**PROPEL South Sudan
 Job Advert: Facilitator**

*Approved Hga
 9/03/2017*

POSITION IDENTIFICATION:

Department : Monitoring and Evaluation
Job Title : Facilitator
Reports To : Data Collection Team Lead
Based In (Location) : Awerial and Juba
Time Frame : 24 March to 28 April 2017



Note that this is a temporary assignment paid based on a daily rate.

BACKGROUND & JOB PURPOSE

Reporting to the Data Collection Team Lead, and working closely with the PROPEL community mobilizers, team leaders and the M&E team, the facilitator will undertake qualitative data collection in an evaluation exercise to measure the end-line data against baseline benchmarks for project performance indicators and overall community resilience within target communities. The evaluation will assess benchmarks in terms of community participation, inclusion and community ownership of development initiatives and thus allow for an assessment of PROPEL’s community-driven development approach and achievements towards project results.

PROPEL is seeking two experienced facilitators (1 male, 1 female) to conduct structured Focus Group Discussions (FGDs) and Key Informant Interviews (KIIs) in PROPEL target communities in Awerial. Following an intensive 1 week training, each facilitator will conduct an average of 8-10 FGDs or KIIs over a period of 14 days. Then report to Juba Office for a one week debrief.

KEY RESPONSIBILITIES AND ACCOUNTABILITIES:

- Attend a 5-day training on PROPEL qualitative data collection
- Participate in selection of FGD participants and KII interviewees
- Schedule, organize, facilitate and record structured FGDs and KIIs in accordance with PROPEL approach and methodology
- Produce a daily feedback form
- Debrief with Note Taker on a daily basis





- Enter data into established data entry templates as necessary, back up and store audio recordings
- Carry out review and validation of data referencing audio recordings
- Correct and edit data as requested by Sr. Research and Evaluation Specialist

KNOWLEDGE, SKILLS AND ABILITIES REQUIREMENT

- Fluency in local dialect of the community where the data collection will be implemented
- Fluency in oral and written English and oral fluency in one, preferably two, local languages
- Understanding of local context
- Previous experience in conducting structured FGDs and KIs in target communities
- Flexibility and availability to travel
- Operational knowledge of Microsoft Office
- Previous experience working with PROPEL is an advantage
- Excellent communication and interpersonal skills
- Excellent time management skills
- Ability to work quickly and accurately and to pay attention to detail
- Ability to work well both independently and on a team

DISCLAIMER CLAUSE

This job description is not an exhaustive list of the skills, effort, duties and responsibilities associated with the position.

Interested applicants should email a copy of their C.V. to dhunaiti@globalcommunities.org with the subject "Facilitator Application". All applications must be submitted before noon Thursday 23 March 2017.

Female candidates are strongly encouraged to apply.

Global Communities will continually review the applications received and reserves the right to fill the position before the deadline for the application.

