

Plot No. 135, Block AX111 Off Stadium Road, Opposite the Old Cemetery, Hai Malakal, Juba

Job Title	MEALS Officer		
Program	South Sudan Program		
Duty Station	Field Project Sites in NBEG, UNITY and GPAA		
Expected Start Date	1 st April 2016	Duration	9 months with possible extension
Report to	Team Leaders		
Candidature	Open to all including qualified female candidates		
Application Closing Date	10 th March 2016		

A. Organizational Background

Vétérinaires Sans Frontières- Suisse (VSF Suisse) is an international NGO working in South Sudan since 1995, with geographical focus in Northern Bahr el Ghazal State (Aweil East, Aweil West, Aweil Centre and Aweil North Counties), and Unity States (Panyinjar, Leer, Mayiendit, Koch, Guit, Rubkona, Mayom, Abiemnom and Pariang Counties). VSF-Suisse focuses on preventing and alleviating suffering, disease, and hunger, and contributing to socio-economic development and sustainable environment, in areas where livestock, agriculture and related issues play, or could play an important role in improving peoples' livelihoods, food and nutrition security and resilience. VSF-Suisse endeavours to provide communities with holistic management approaches to livestock issues including: healthcare, production management, marketing support and veterinary public health. VSF-Suisse promotes innovative service delivery approaches including: capacity building of livestock keepers and farmers through pastoral/farmer field schools; integrated crop and livestock production technologies as sustainable means of increasing productivity and community-based animal health system through training of CAHWs, support to cold chain system and establishment of private veterinary pharmacies model for sustainable animal health services delivery. VFS Suisse mainstreams and integrates cross-cutting issues such as environment, protection, gender and HIV / AIDs in its program strategies. VSF Suisse integrates and applies the principles of Conflict Sensitivity, Do No Harm and Accountability to Affected Populations in its programming.

B. Key Responsibilities

The position requires a dynamic individual with the capacity to design a coherent and systematic monitoring and evaluation systems, undertake review, analysis of data, data and information collection and analysis, learning and reporting activities to help ensure accountability and demonstrate project outcomes. The position holder will undertake the following tasks:

- Review project results chain from activities, processes, inputs, outputs, outcomes and impacts and generate knowledge from the same to inform project process, studies, assessments and appraisals;
- Review existing program M&E system and formats and management information systems and recommend updates aligned to specific donor requirements
- Determine information needs of project management and coordinate collection of relevant data and information in cooperation with implementing personnel, partners and stakeholders as may be advised;
- Identification and design of performance questions, key indicators and targets for each project component, level of the objective hierarchy and developing of data and information collection formats / tools, as well as designing the format of progress reports;
- Development of M&E plans for each project component as well as whole projects, and facilitating project personnel to implement the M&E plans;
- Set up and manage data base for all existing project output and outcome indicators for reporting purposes
- Analyzing reports prepared by projects and preparing consolidated M&E reports in accordance with approved reporting formats;
- Managing continuous collection of social and economic data from project areas to provide useful and timely programming data and information;
- Collaborating with partners and stakeholders to carry out data, information and methodology review and

analysis events to generate learning for improved programming and organizational profile ;

- Conducting training needs analysis, designing and facilitating learning events for program personnel.
- Develop short thematic papers, narratives and or posters that reflect the voices of the beneficiaries on outcomes of program interventions and lessons learning
- Contribute to develop a M&E system at country level as well as discharging supporting duties that may be tasked and or delegated by the line manager.

C. Core Competencies and Qualifications Required

Essential

- Degree in relevant field with proven experience and training in monitoring and evaluation and with elements of measurement theory and practice;
- At least three years of experience in a position with similar responsibilities and tasks
- Demonstrated competency in social research methodology, statistical methods, reporting and presentation;
- Demonstrated competency in training, facilitation, coaching and mentoring skills;
- Demonstrated competency in systems analysis, review and design;
- Good contextual knowledge of the country - social, cultural and economic context, priorities and constraints.
- Excellent communication skills, ability to prepare and present information in a clear and concise style.
- Excellent ability to be creative in thought processes, articulation and illustration of concepts
- Excellent computer skills, proficiency in various computer software packages
- Excellent interpersonal skills and ability to establish and maintain effective working relationships with people in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- Excellent organizational, managerial and report writing skills.
- Willingness and commitment to strictly adherence to organizational rules, regulations, guidelines and code of conduct

Desirable

- Working knowledge of South Sudan
- Experience in similar position will be highly desirable
- Command of Arabic shall be an added advantage
- Must be a team player with positive attitude towards learning and supervision and ability to mentor, coach, guide field staff on M & E issues
- Man or woman of integrity –honesty and good moral standing
- Ability to travel on short notice, manage tight deadlines and cope with life in remote, harsh and mostly risky environments

D. Application Procedure

Interested candidates should **strictly** submit to the e-mail address jubarecruitment@vsf-suisse.org the following application documents:

- Application Letter (not more than one page)
- Detailed CV indicating e-mail and telephone contacts and at least three referees (max 3 pages)
- Motivation Letter (one page) detailing previous experience and relevance to position
- Scanned copy of National ID/Passport
- Scanned copies of Academic Certificates, Testimonials and Recommendation Letters

The application e-mail should indicate on the subject line the Job Title. Only short-listed candidates will be contacted for interviews. Closing date for receiving applications is 10th of March 2016 by 17.00hrs.

NB: Canvassing for the position through proxies or by exerting undue influences and pressures shall result in automatic disqualification.