



Advertisement for Monitoring and Evaluation Coordinator

Norwegian People's Aid (NPA) is a Non-Governmental International Organization involved in humanitarian, relief and long-term development cooperation in South Sudan.

NPA has worked in South Sudan since 1986, and currently runs three programmes: Partnership with Civil Society, Rural Development, and Emergency Response. NPA South Sudan has around 300 staff and an annual turnover of close to 20 million USD.

NPA Rural Development & Livelihood program is looking for a highly qualified, competent, proactive and self-driven South Sudanese professional for the position of **Monitoring and Evaluation (M & E) Coordinator**, based in Juba, South Sudan.

The contract for this position is Definite Contract with possibility of extension and the salary is NPA Grade Ten (G10).

Purpose of the Position:

The Monitoring and Evaluation (M & E) Coordinator's role involves ensuring that monitoring and evaluation systems are consistently integrated and implemented throughout NPA programme activities.

This involves: creating, developing, and supporting programme teams to use Monitoring & Evaluation (M&E) systems to collect, aggregate and analyse data; and playing a key role in ensuring that the reporting needs of key stakeholders are met. The role provides oversight of different projects' M&E activities, including the development of the project's performance monitoring plan; monitor project indicators; implement baseline, midterm and end line studies; oversee data collection and analysis; synthesize data and study outcome reports; assure quality and audit data. The role will provide primarily to the Rural and Emergency programs and the Civil Society program on as per need basis. The Monitoring and Evaluation Coordinator reports to the Rural Development Program Manager.

Duties and Responsibilities:

- Lead the on-going development of an M&E system and tools to enable all projects to collect, aggregate and support analysis of data, in order to meet all relevant reporting requirements and to facilitate and inform project management.

- Advise and support the Program Managers and Officers on choice of indicators and development of monitoring plans. Manage NPA's adherence to the program's indicator tracking requirements and coordinate with the Program Managers to ensure that implementation staff, partners and beneficiaries receive adequate, timely and meaningful feedback on progress and learning in this regard.
- Conduct data quality assurance checks.
- Conduct qualitative and quantitative data analyses.
- Working closely with Program Managers to lead a robust learning agenda for the program, design and implement mechanisms for continuous learning, collaboration and adaptation for project staff, partners, donors, host country government counterparts and other stakeholders.
- Co-ordinate implementation of the M&E system, M&E tools, and project monitoring plans, including training and support to support data analysis and usage.
- Lead on design and implementation of qualitative and quantitative data collection such as needs assessments. Work with staff to develop and standardize survey tools and other data collection forms for monitoring programmes.
- Train relevant programmes staff on M&E tools, data collection and analysis and basic surveying and sampling techniques.
- Promote the principles and practices of beneficiary accountability to colleagues, providing training and coaching in beneficiary feedback and other good practices as required.
- Discharge other relevant duties as assigned.

Qualifications/Experience Requirements:

Relevant advanced university degree (preferably in Social Sciences, Agricultural Sciences, Development Studies, Statistics and/ Mathematics).

More than 3 years progressive working experience in managing M&E systems for complex programs.

Strong familiarity with Results Based Management or other Logical Frameworks.

Track record of implementing simple, effective monitoring systems, including experience in data collection and management.

Experience from working in high-risk environments.

Experience in incorporating gender equality and protection in programming.

Demonstrated success in projects designing, implementation, monitoring, evaluation and reporting.

Strong presentation and negotiation skills.

Particular Requirements/Desirables/Personal Qualities:

Communication – Speaks clearly, writes effectively and persuasively in positive or negative situations; listens to others to effectively and efficiently share information and ideas; and demonstrates an ability to build relationships within and outside the organization based on trust and professionalism.

Ability to Multi-Task – The ability to handle multiple tasks and assignments; prioritizes more important tasks while maintaining a good handle on others, reports in a timely manner any barriers to task completion.

Teamwork – Works cooperatively with others in the organization to achieve the organization's mission, values, and goals.

Compliance- The person appointed to this position is to abide by the policies and personal code of conduct set by the Norwegian People's Aid (NPA) and represents the organisation in a loyal and responsible manner.

NPA South Sudan is an equal opportunity employer. In making employment decisions it does not discriminate on the basis of gender, ethnicity, religion or political affiliation.

Qualified women are highly encouraged to apply.

Application and CV/resume with active contacts and three professional referees and copies of academic transcripts should be submitted to: hr-sud@npaid.org. Please copy in ZweNde822@npaid.org and ayumem@npaid.org.

Hard copy application and CV/Resume can also be delivered to the NPA South Sudan Head Office, Martyrs Street (opposite UNICEF), Juba, South Sudan.

Applications submitted after 12:00 noon on Monday 9th July 2018 will not be considered.

NB: Submitted copies of academic transcripts will NOT be returned to the applicant