



Oxfam



## External Advert

Oxfam GB is an international non-governmental organisation with a mission of working with others to alleviate poverty, suffering and distress. Oxfam GB has been working in South Sudan since 1983. Our Programmatic Strategy concentrates on Saving lives, Resilient Livelihoods, Advancing Gender Justice and Good Governance and Active Citizenship through a full spectrum platform that includes humanitarian response, recovery and resilience, long term development and policy and advocacy. Oxfam currently operates in six area offices in five former states (Jonglei, Lakes, Eastern Equatoria, Central Equatoria, Western Equatoria and Western Bahr-el Ghazal.

Oxfam IBIS supported activities draw on both CIV and HUM funding streams from DANIDA, and involve activities spanning education, peacebuilding and good governance. The project is implemented in Pibor, Rumbek and Juba.

**Position: MEAL Officer**

**Location: Juba**

**Grade & Level: D Zone 1**

**Contract Type: Fixed Term**

**Number of posts: 1**

### KEY ROLES and RESPONSIBILITIES

#### 1. Operationalising Monitoring and Evaluation

- Support DANIDA project operationalisation of the MEAL Framework and MEAL Plan.
- Strengthen DANIDA Project Team understanding of MEAL systems and processes to assure achievement and progress towards project objectives and outcomes.
- Ensure that DANIDA Project is implemented in accordance with Oxfam program standards, and Oxfam's Programming tools and approaches.
- Ensure that DANIDA project data collection and management methodologies used at field level are standardised, enabling the specific vulnerabilities of different target groups to be captured and analysed.
- Support DANIDA project team in partner reviews processes and reporting
- Support DANIDA project around designing and development of processes and initiatives to support strategic planning, project development, evaluation and learning as required

#### 2. Capacity Building and learning

- Offer ongoing support to DANIDA Project Team and partners in understanding Oxfam MEAL Standards and practices
- Take lead in facilitating development of DANIDA partners capacity building and risk management plans
- Work with DANIDA Project Team and Media and Communications Office to identify areas of learning and ensure learning systems are in place.

#### 3. Social Accountability

- Ensure that all DANIDA project staff at all levels fully understand and promote accountability in general and to children in particular, through training and coaching and enhancing adherence to the HAP (put in full) standard.
- Ensure a proper complaints/feedback mechanism is in place and that all DANIDA project stakeholders are sensitised on how to use the complaints mechanism

- Ensure that there is no any form of exploitation and discrimination (based on any grounds) of project beneficiaries always during the lifespan of the project.
- Document and report against accountability and participation-related indicators and issues
- Facilitating information sharing with key stakeholders, including partners and beneficiaries, and promote transparency throughout all stages of implementation.

#### **4. Data Management**

- Support, develop and maintain up to date MEAL framework, plans and Indicator tracking tables in line with Oxfam MEAL framework and plans.
- Support DANIDA Project Team in the development of standard data collection tools and protocols at each level of project information flow/data flow chart.
- Support updating of data as guided by project and program indicators periodically
- Any other duties as assigned by line manager

#### **SKILLS AND COMPETENCE:**

- At least 3-5 years' experience in project monitoring, evaluation and reporting
- A relevant degree in social sciences or a related discipline, with a good understanding of education in emergency, peace building and governance program implementation and implementing MEAL activities for related projects.
- Experience of working closely with local partners including, local authorities
- Good assessment and analytical skill and practical experience on data collection analysis and interpretation
- Sensitivity to cultural differences, and the ability to work in a wide variety of cultural contexts.
- Ability to work well under pressure and in response to changing needs.

#### **Essential**

- Fluent local language skills
- Experience working for a humanitarian organization
- Excellent computer and database management skills
- Excellent communications skills and ability to communicate by phone
- -Excellent English writing and critical thinking skills.
- Team player, who is able to develop strong collaborative relations across the organization, and with partner organizations

#### **Desired**

- Willingness to travel to field locations
- Experience interviewing beneficiaries in field research
- Women are strongly encouraged to apply

**NB: This position is open to south Sudanese Nationals Only, and female candidates are strongly encouraged to apply.**

**Only short- listed candidate will be contacted.**

**Deadline for submission of applications is 26 December 2019. Interested Applicants should send soft copies of their CVs and Cover letters to [Hrsouthsudan@oxfam.org.uk](mailto:Hrsouthsudan@oxfam.org.uk) or drop hard copies of their CVs to Oxfam Office in Juba.**