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Approved by
MQLRSS
15/7/2021



PLAN INTERNATIONAL SOUTH SUDAN JOB ADVERT

Plan is an International Child Centered Community Development organization – without religious, political or governmental affiliation – that works with children and their communities in 50 of the world's poorest countries to make lasting improvements in their lives. Plan's work worldwide benefits around six million children in Africa, Asia and Latin America. Program implementation takes place in 50 Country Offices and 4 Regional Offices, working with more than 90,000 mostly rural communities.

Working in 50 developing countries across Africa, Asia and the Americas, Plan has 'One Goal, whose aim is to reach as many children as possible, particularly those who are excluded or marginalized, with high quality programs that deliver long-lasting benefits by increasing its income, working in partnership with others and operating effectively.

Plan recognizes that the geographical context and recent history have left the communities of South Sudan highly vulnerable to emergencies from political and inter-ethnic conflicts, influx of returnees, food insecurity, long dry spells and floods. Cognizant of the need Plan is implementing emergency and recovery response in six states of South Sudan, namely Central Equatorial, Eastern Equatorial, Western Equatorial, Lakes, Upper Nile and Jonglei. Program includes food assistance, agricultural rehabilitation, Food Security and Livelihood, Education in Emergencies and Child Protection in Emergencies.

In order to enhance its response program, Plan South Sudan is seeking an experienced M&E Officer – Yei to support direct implementation of Child Protection and Education Project in Yei, South Sudan.

POSITION 1; No. of Vacancies (1)

Job Title:	Monitoring & Evaluation Officer – Yei
Grade:	C2
Tenure:	6months
Department	Programs
Reports to	PIA, with Technical support to MEAL Specialist
Locations	Yei, Central Equatoria State.

Purpose of the Role

Develop good working relations with and program and support staff to ensure that MEAL remains a high priority field in development and emergency programs; Take a leading role in team planning and team coordination meetings to ensure that project performance and quality is regularly presented and discussed. Actively contribute to induction for new staff at the field level to ensure that M&E perspectives are considered

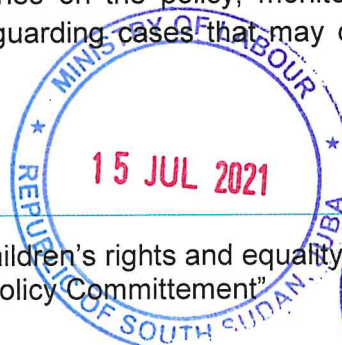
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Roles and Responsibilities

- Lead the development of ECHO MEAL system as well as overall field office M&E system that will be used to monitor the performance of projects as well as documenting and demonstrating outcomes and impact of project activities.
- Work with the MERL Manager, Country MEAL Coordinator and program staff to develop M&E plans, data collection and reporting tools, filling system and indicator performance tracking system.
- To oversee the day-to-day management and updating of Indicator Performance Trackers and databases of the assigned project(s), introducing relevant data management systems to the field office.
- To lead in designing and execution of specific studies, needs assessments and learning in co-ordination with Country MEAL Coordinator and Thematic Advisors/Managers.
- To lead in identification and documentation of lessons learnt and ensure that they are timely incorporated into program implementation and development.
- To provide specific reports as requested by MERL Manager, ECHO Project Manager, sector advisors and Field manager according to the agreed format and schedule
- To identify M&E and quality gaps, and actively address their causes through training, field visits, and proposals of solutions to line manager.
- To lead in ensuring data quality assurance and compliance with ECHO grants and other Plan International related reporting requirements such as SADDD.
- To lead in ensuring that accountability to beneficiaries becomes a core element and success indicator for all program activities.
- To work together with MERL Manager to review current M&E practice, and assess how beneficiaries can best be involved at every stage of the programme cycle
- To assess what information children and their caretakers would like to receive about Plan programmes, and how best / method they would prefer to receive or channel their feedback
- To lead in design and implementation of appropriate feedback mechanisms that are contextual, effective, accessible and safe for beneficiaries, and ensure that feedback is recorded, reviewed and acted upon
- To manage the complaints and response mechanism in the assigned area and make sure that complaints and child rights violation are reported and addressed in a professional, confidential and timely manner;
- To increase awareness and capacity of staff on accountability through induction, training, coaching, informal support and in other ways as identified;
- Act as the Accountability/ Beneficiary feedback mechanism focal point for the ECHO project including, recording, referral and provision of feedback to beneficiaries within stipulated timelines.
- To work with field teams to ensure that beneficiaries participate at every stage of the programme cycle.
- Promote the implementation and adherence of staff to Plan International's Safeguarding Children and Young People policies by sensitizing beneficiaries on the policy, monitoring the project's adherence to the policy and receive and refer safeguarding cases that may come through the beneficiary feedback mechanism.
- Any other M&E duties as needed and required

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Safeguarding Commitment.

- Commit and contribute to an environment where children and adult program participants feel respected, supported, safe and protected;
- Never act or behave in a manner that results in violence including SHEA against a child, young person or adult or places them at risk of such violence;
- Be aware of and adhere to the provisions of the Safeguarding Policy, PSHEA Policy and COC of Plan International;
- Report and respond to safeguarding and SHEA concerns and breaches in line with the applicable procedures of Plan International;
- Maintain confidentiality of safeguarding and PSHEA concerns reported;
- Never participate in or support child marriages.

Dealing with Problems:

Complexity of problems handled & the degree of investigation, analysis, & creative thinking required solving them

- The M&E Officer needs to have capacity of identifying and solving problems arising early enough before they escalate.
- All solved and unsolved problems should be shared with and reported to immediate Supervisor.
- In the day to day management of M&E activities, post holder should make decisions as appropriate to the context and are in accordance with Plan International mission and objectives.

Communications and Working Relationships:

Internal:

- Reports directly to the MERL Manager
- Has indirect reporting line to the ECHO Project Manager and PIA Manager.
- Collaborates and coordinates work with field staff and other Coordinators (FSL, Nutrition, Wash, EiE, CPiE etc.)
- Ensures that proper working relationship is maintained with support services (i.e. finance, logistics, HR and IT)

External:

- ECHO Country Office, UN partners WFP, FAO, IOM, UNDP, UNICEF
- National NGO
- International NGO

Knowledge, Skills, and Behaviors Required to Achieve Role's Objectives:

Gained through education, training, & experience

Technical and Managerial skills

- Strong analytical skills
- Data analysis skills with experience using SPSS and Excel data analysis packages.
- Strong skills in numeracy and database management
- Good Interpersonal skills



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- Good negotiating, facilitating and influencing skills
- Proficient computer skills • Good Capacity building skills.
- Ability to deliver to tight deadlines

Qualifications and Experience

- University degree in social sciences, Education, Statistics, M&E or development related fields
- Minimum of 5 years of direct working experience in M&E and Accountability of post conflict /humanitarian response.
- Experience with project cycle and current principles/ approaches of Monitoring, Evaluation, accountability and Learning in emergency or post conflict context

Plan International's Values in Practice

We are open and accountable

- Promotes a culture of openness and transparency, including with sponsors and donors.
- Holds self and others accountable to achieve the highest standards of integrity.
- Consistent and fair in the treatment of people.
- Open about mistakes and keen to learn from them.
- Accountable for ensuring we are a safe organization for all children, girls & young people

We strive for lasting impact

- Articulates a clear purpose for staff and sets high expectations.
- Creates a climate of continuous improvement, open to challenge and new ideas.
- Focuses resources to drive change and maximize long-term impact, responsive to changed priorities or crises.
- Evidence-based and evaluates effectiveness.

We work well together

- Seeks constructive outcomes, listens to others, willing to compromise when appropriate.
- Builds constructive relationships across Plan International to support our shared goals.
- Develops trusting and 'win-win' relationships with funders, partners and communities.
- Engages and works well with others outside the organization to build a better world for girls and all children.

We are inclusive and empowering

- We empower our staff to give their best and develop their potential
- We respect all people, appreciate differences and challenge equality in our programs and our workplace
- We support children, girls and young people to increase their confidence and to change their own lives



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Physical Environment and Demands:

- Typical office & outdoors - Some exposure to heat, cold, dirt, noise and rainy weather conditions; dim or crowded surroundings, confined spaces
- Willing to working in multiple locations in South Sudan and operate in difficult terrain with close adherence to security regulations and protocol as the environment is ever changing and security management is an important responsibility of the post.

Level of Contact with Children:

- High level of contact with children

Application Submission Details.

All applications marked on the right hand corner of the envelop "**Application for the Position of Monitoring & Evaluation Officer – Yei**" should be addressed to:

The HR & OD Business Partner
Plan International South Sudan
Hai Jerusalem.

Application should only be submit via this e-mail address hr.ss@plan-international.org

The closing date for receipt of applications is before close of business on 3rd August 2021.

Note: Applications submitted are non-returnable

Plan is an equal opportunity employer within the meaning of the relevant UN convention. Qualified Women are strongly encouraged to apply.



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