



People for development

JOB VACANCY: Monitoring and Evaluation Officer (Junior)



AVSI Foundation is a global non-governmental organization with headquarters in Italy. Its mission is to support human development in developing countries according to the social teaching of the Catholic Church: recognizing the uniqueness of each person, who as such cannot be reduced to a number within an anonymous category such as “the poor, the sick, the disabled”. Furthermore, every person and every community represent a resource, regardless of their vulnerability. This is why AVSI works to help people in becoming aware of their own value and dignity. AVSI is operating in South Sudan since 2005, implementing medium to long-term sustainable health, education, water & sanitation, food security and emergency relief programmes.

The organisation is now seeking to recruit ONE suitable qualified South Sudanese National for the position of **Monitoring and Evaluation Officer (Junior)**. Salary range: **430-500 USD Net salary**

Duty Station: Kapoeta East County (1 positions), East Equatoria State (EES).

Role description

The **Monitoring and Evaluation Officer (Junior)** will support AVSI M&E activities, with specific focus on Food Security and Livelihood (FSL) activities. Specifically:

- provide key notions and overall guidance to project staff or other people responsible for the gathering of data about projects’ beneficiaries
- Play a key role especially in the launching phase of new projects, during the identification of beneficiaries
- Development of appropriate instruments for data gathering
- address the need to put sufficient work in the establishment of new mechanism of M/E, for which a minimal standard of data quality must be ensured
- Provide supports for the data gathering in collaboration with FSL program staff. This is aimed to ensure the project team’s ownership of M/E activities, and that M/E technical assistance can be brought to all AVSI SSD projects, at key strategic moments

Specific Duties

1. When not working on one project only, provide support to the programs, including conducting data entry, in a strategic manner, whereby the sectors of work (education or agriculture or nutrition, etc.) will be identified by the top management (Monitoring and Evaluation Coordinator, program manager, country director) to serve AVSI mission’s overall priorities
2. Planning the logistical, recruiting and organizational aspects of surveys, and overseeing the execution.
3. Development and fine-tuning/adjustment of questionnaires to be used for rapid and standard assessments, project baseline/endpoint, and monitoring of good/service delivery.
4. Development and fine-tuning of project indicators to be used for project baseline/endpoint.
5. Design and execution of key informant interviews and other data gathering based on semi structured questionnaires
6. Data analysis and reporting and crafting of assessment. Revision and editing of reports based on the gathered data.
7. Support implementation of the direct distribution of emergency kits while following guidelines on Accountability to Affected Populations for registration of beneficiaries and providing summary distribution reports in a timely manner
8. Ensure daily visits to the project sites

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Email: hr.southsudan@avsi.org





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9. Support to provide information to weekly reports on project activities
10. Supervise and guide the field-based volunteers
11. Provide support to other AVSI FSL projects as may be required.

Requirements

Education

- She/he must have completed a certificate in social science / agriculture

Knowledge and experience

- At least 1-2 years of related M&E professional experience with NGOs
- Experience with community involvement in implementation of programs

Attitudes

- Proactive and takes initiative.
- Flexibility Respect when dealing with others.
- Reporting experience, problem solving and diplomatic skills
- Identify him/herself with the mission, vision and values of AVSI.
- Be willing to work in a team environment, travel and stay overnight at remote project site

Additional advantage

- Knowledge of Ikwoto County and spoken local languages
- Computer literacy; with fluency in written and spoken English, and Juba Arabic
- Previous experience in organisation of Input Trading Fairs and inputs distributions will be considered a strongly added advantage

WOMEN ARE ENCOURAGED TO APPLY

How to Apply:

Applications should include updated **Curriculum Vitae (CV)** of **max 3 pages**, **National ID** and **cover letter** of **max one page**.

Please do not add additional documentation in this phase, it will not be considered an advantage but as a sign of inability to follow guidelines. In the cover letter the candidate should briefly describe his or her motivation for the position and **highlight relevant experience**. The above documents can be delivered to any AVSI Office in the Country: **Juba – Juba Raha Camp (Juba Town) OR Torit – On Hatire Road before CHF compound OR Isohe – Next to St. Theresa Clinic.**

and/or send in soft copy to: federica.raggi@avsi.org , and Aziz.musema@avsi.org or

abrigo.geoffrey@avsi.org

Only shortlisted candidates will be contacted.

THE CLOSING DATE FOR RECEIPT OF APPLICATIONS IS **SEPTEMBER 30th, 2020 COB**

Due to the urgency of these roles, AVSI reserves the right to shortlist applications prior to the closing date.

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