



Consortium of
Rural women for
Agribusiness
Development
Organization
(CORWADO)

Consortium of Rural Women for Agribusiness Development Organization (CORWADO)

Head Office: Magwi, Behind Christ the King Catholic Parish, Eastern Equatorial State,

Munuki Block "B", Mia Saba (107) Road,

Opposite Leaf Energy Petrol Station, Juba, South Sudan

Contact Telephone: +211925090099 or WhatsApp +211925090099

Email: info@corwado.org, corwadosouthsudan@gmail.com

Vacancy Notice:

Reference Number: WBeG-MEAL-006-2025

Monitoring, Evaluation, Accountability and Learning (MEAL) Officer.

Job Title: Monitoring, Evaluation, Accountability and Learning (MEAL) Officer.

Reports to: Head of Programmes and Operation.

Contract: 12-month fixed-term contract, renewable based on funding availability and satisfactory performance following the successful completion of a three (3)-month probation period.

Location: Based in Wau, Western Bahr el Ghazal State (Covering Wau and Jur River Counties).

Start Date: As Soon As Possible (ASAP).

Opening date: 27 November 2025.

Closing Date: 10 December 2025.

12 NOV 2025

Introduction:

Consortium of Rural Women for Agribusiness Development Organization (CORWADO) is a women-led national NGO registered under RRC No. 5164 and operating across multiple states in South Sudan. Established in 2022, CORWADO empowers rural communities especially women and youth through agribusiness development, financial inclusion, climate-resilient livelihoods, market systems strengthening, and community-driven resilience initiatives. CORWADO has implemented multi-donor programmes in Eastern Equatoria, Western Equatoria, Upper Nile, and Western Bahr el Ghazal, reaching more than 25,000 farmers, women entrepreneurs, and youth groups. Our work spans food security and livelihoods, market systems development (MSD), climate-smart agriculture, gender equality, WASH, peacebuilding, and emergency response. We are recognized for our locally led, community-driven approach, strong technical expertise, robust safeguarding and financial management systems, and deep field presence. CORWADO partners closely with government institutions, UN agencies, private sector actors, and civil society to deliver inclusive, sustainable, and high-impact development and humanitarian programmes.

Job Profile

The Monitoring, Evaluation, Accountability and Learning (MEAL) Officer will lead the development and implementation of robust monitoring, evaluation, and learning systems for the Norwegian-funded Localized Approaches to Food Systems Transformation project in Western Bahr el Ghazal State. The Officer will design and operationalize tools, methodologies, and processes that ensure accurate tracking of project performance, systematic measurement of outcomes, and rigorous analysis of results across all components of the programme including livelihoods, market systems development, climate resilience, women's economic empowerment, and community-based structures. The role involves ensuring that data is collected ethically, analysed in a timely manner, and effectively used to inform decision-making and programme improvement. Beyond routine data collection, the MEAL Officer will drive learning, accountability, and adaptive management, positioning evidence at the center of programme quality. The Officer will support the integration of participatory monitoring approaches, strengthen feedback and complaint-handling mechanisms, ensure data integrity, and document best practices, success stories, and lessons learned that inform strategic adjustments. The MEAL Officer will work closely with programme staff, community structures, implementing partners, and local stakeholders to promote a learning culture, strengthen accountability to affected populations (AAP), and ensure compliance with donor reporting requirements. This role is critical in enabling CORWADO to demonstrate impact, enhance transparency, and continuously adapt interventions to the evolving needs of communities we serve.

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Juba - South Sudan www.corwado.org



Key Responsibilities:

- Design, operationalize, and manage a comprehensive MEAL framework and annual MEAL plan aligned with the results framework, Theory of Change (ToC), and donor reporting requirements, ensuring consistency across all project sites.
- Develop and refine SMART performance indicators, data collection tools, Standard Operating Procedures (SOPs), and reporting templates to ensure rigorous, high-quality measurement of outputs, outcomes, and impact across livelihoods, MSD, climate adaptation, and gender components.
- Lead and oversee the full MEAL cycle, including routine data collection, verification, cleaning, analysis, and interpretation using qualitative and quantitative methods to generate actionable insights for programme improvement.
- Develop, manage, and continuously upgrade data management systems, ensuring secure, ethical handling of data, including encryption, confidentiality, proper storage, and compliance with national and donor data protection standards.
- Conduct frequent monitoring visits, spot checks, and field assessments, verifying activity delivery, beneficiary reach, quality of services, and alignment with work plans and donor expectations.
- Coordinate baseline, midline, and endline assessments, including tool formulation, sampling design, recruitment and training of enumerators, quality assurance, and participation in data analysis and report writing.
- Support external reviews and evaluations, preparing datasets, documentation, and field logistics, and ensuring evaluators have access to relevant information.
- Facilitate evidence-driven learning processes, such as reflection meetings, after-action reviews, pause-and-reflect sessions, and adaptive planning workshops to improve programme performance.
- Strengthen documentation and knowledge management, producing high-quality success stories, human-interest stories, visual evidence, case studies, and outcome harvesting reports, and best practices for dissemination internally and externally.
- Establish, manage, and strengthen accountability mechanisms, including functional feedback and complaint-handling systems (hotlines, suggestion boxes, help desks, community meetings), ensuring safe, confidential, and timely response to community concerns.
- Conduct regular community consultations and satisfaction assessments to understand beneficiaries' perceptions, preferences, and feedback regarding programme implementation and services delivered.
- Build the capacity of programme staff, community focal persons, enumerators, and local partners in MEAL tools, data collection, reporting, safeguarding, and participatory monitoring approaches.
- Prepare high-quality MEAL reports, dashboards, info graphics, and analytical briefs, synthesizing data for management decision-making, donor reporting, and external communication.
- Review and validate monthly and quarterly programme reports to ensure accuracy, completeness, and alignment with indicator tracking tables (ITTs), milestones, and donor reporting templates.
- Monitor performance against annual targets and milestones, highlighting gaps, risks, and trends, and advising programme leadership on corrective actions and adaptive management strategies.
- Ensure systematic monitoring of cross-cutting issues gender equality, environmental impact, conflict sensitivity, protection, and human rights and integrate findings into project implementation and reporting.
- Maintain strong coordination and collaboration with programme teams, local authorities, UN agencies, NGOs, private sector partners, and community stakeholders to promote joint learning and information sharing.
- Contribute to donor visibility and communication efforts, ensuring accurate data and evidence support progress reports, proposals, presentations, and field stories.
- Ensure full compliance with CORWADO's MEAL, safeguarding, anti-corruption, protection, and data protection policies, and adherence to NORAD/MFA guidelines and humanitarian accountability principles.





- Support resource mobilization efforts, including contributing MEAL inputs to new proposals, indicators, log frames, and evidence summaries when requested by management.

Qualifications and Experience:

- Bachelor's degree in Statistics, Economics, Social Sciences, Development Studies, Monitoring & Evaluation, Data Science, or a related field. A postgraduate diploma or master's degree in MEAL or project management is a strong advantage.
- A minimum of 3-5 years of progressive experience in Monitoring, Evaluation, Accountability, and Learning (MEAL), programme quality, research, or data management roles within NGOs, UN agencies, or development organizations.
- Demonstrated experience in designing, operationalizing, and managing M&E systems, including indicator development, logical frameworks, performance measurement plans, and data quality assurance mechanisms.
- Strong technical skills in quantitative and qualitative research methods, including survey design, sampling techniques, focus group discussions (FGDs), key informant interviews (KIs), outcome harvesting and participatory monitoring approaches.
- Proficient in M&E software and digital data collection platforms, such as KoboToolbox, CommCare, SurveyCTO, ODK, or similar tools, with strong data analysis capacity using Excel, Power BI, SPSS, STATA, or other statistical software.
- Excellent understanding of Results-Based Management (RBM) frameworks, donor MEL standards (EU, ECHO, FCDO, MFA/NORAD and UN Agencies), theory of change approaches, and outcome-level measurement.
- Experience supporting or monitoring Market Systems Development (MSD), food security, agriculture, resilience, or livelihoods programmes is a significant added advantage.
- Proven ability to develop data collection tools, dashboards, and visualized reports, and to generate high-quality analysis for programme learning and evidence-based decision-making.
- Strong communication, presentation, and training skills, with experience building the MEAL capacity of field teams, community monitors, and partners.
- Strong understanding of safeguarding, AAP (Accountability to Affected Populations), data protection, and ethical research principles.
- Fluency in spoken and written English is required; knowledge of Arabic or local languages spoken in Western Bahr el Ghazal is a distinct asset.
- Prior experience working in South Sudan or similar fragile and rural contexts is highly desirable and strongly preferred.

Key Competencies and skills:

- **Strong MEAL Technical Competence:** Demonstrated ability to design, implement, and manage MEAL frameworks, logical frameworks, indicator tracking systems, and results-based reporting.
- **Data Collection & Analysis:** Excellent skills in quantitative and qualitative data collection, data cleaning, analysis, visualization, and interpretation to support evidence-based decision-making.
- **Digital Data Systems Proficiency:** Strong command of digital data collection platforms (KoboToolbox, ODK, CommCare, SurveyCTO), data analysis tools (Excel, SPSS, Power BI, STATA), and data visualization techniques.
- **Reporting & Documentation:** Ability to produce high-quality analytical reports, success stories, dashboards, infographics, and donor-ready MEAL products.
- **Critical Thinking & Problem-Solving:** Strong analytical skills with the ability to identify trends, risks, gaps, and propose evidence-driven recommendations.



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- **Accountability to Affected Populations (AAP):** Experience establishing and managing feedback and complaint-response mechanisms, ensuring community voices inform programme decisions.
- **Training & Capacity Building:** Proven ability to train and mentor staff, community volunteers, and partners in MEAL approaches, data collection methods, and ethical research principles.
- **Communication & Interpersonal Skills:** Excellent ability to communicate complex data clearly, work collaboratively with diverse stakeholders, and facilitate learning sessions and review meetings.
- **Attention to Detail:** High level of accuracy, consistency, and rigor in handling data, documenting processes, and validating information from the field.
- **Time Management & Organization:** Ability to manage multiple tasks simultaneously, meet deadlines, and adapt to evolving programme priorities in a fast-paced environment.
- **Integrity & Ethical Conduct:** Strong commitment to safeguarding, confidentiality, and ethical standards in data collection, storage, and use.
- **Teamwork & Collaboration:** Ability to work effectively within a multidisciplinary team, build strong working relationships, and support cross-functional coordination.
- **Cultural Sensitivity:** Respect for diversity, gender inclusion, and the contextual realities of working with rural communities in South Sudan.



HOW TO APPLY

Submit your application via email to: recruitment@corwado.org. Please clearly indicate the position and the vacancy reference number, along with your full name, in the subject line of the email. (Example: MEAL Officer-WBeG-MEAL-006-2025-Your Name).

Applicants may also submit hard-copy applications (Application Letter, CV, and copies of academic/professional certificates) in a sealed envelope clearly marked with the position title and vacancy reference number on the top left corner of the envelope.

Deliver to:

Human Resource/Recruitment Department

Consortium of Rural Women for Agribusiness Development Organization (CORWADO) South Sudan

Munuki, Block "B", Mia-Saba (107) Road

Opposite Leaf Energy Petrol Station.

For directions or inquiries, please call: +211(0) 923085544.

Due to the urgency of this position, applications will be reviewed on a rolling basis and the vacancy may be filled before the closing date. Candidates are strongly encouraged to apply as early as possible. Due to the urgency of this position, applications will be reviewed on a rolling basis, and the vacancy may be filled before the closing date. Candidates are strongly encouraged to apply early.

Safeguarding and Pre-Employment Checks:

All employment offers are contingent upon satisfactory reference checks and completion of required background screenings, which may include criminal record checks and terrorism financing vetting. CORWADO is a participating member of the Inter-Agency Misconduct Disclosure Scheme (MDS). In accordance with this scheme, we will request information from an applicant's previous employers regarding any findings of sexual exploitation, sexual abuse, or sexual harassment (SEAH), as well as any ongoing investigations related to such misconduct at the time the applicant left their role. By submitting an application, candidates acknowledge and consent to these recruitment procedures and the sharing of relevant information for safeguarding purposes.

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