



Vacancy Announcement

Job Title: MEAL Officer (2 Position)
Band / Level / Grade: 8B
Department: Health
Location: 1 for Panyijar and 1 for Koch County
Overtime Eligible: Exempt
Opening Date: 28th August 2024
Closing Date: 13th September 2024



Background

Responding to the world's worst humanitarian crises in a great variety of roles, the International Rescue Committee's staff is a force for humanity and hope. If you're skilled and passionate, we'd like to add your energy to ours.

We are one of the world's largest humanitarian agencies, provide relief, rehabilitation and post-conflict reconstruction support to victims of natural disaster, oppression and violent conflict in 42 countries. We are committed to innovation and creative partnerships.

Active in public health, education, livelihoods, women's empowerment, youth development, and protection and promotion of rights, we assist people from harm to home.

Country Background: IRC South Sudan

The International Rescue Committee, one of the world's largest humanitarian agencies, provides relief, rehabilitation, and post-conflict support to victims of oppression and violent conflict in 42 countries. IRC is committed to bold leadership, innovation, and creative partnerships. South Sudan, an independent nation since 9 July 2011, is emerging from decades of brutal civil war rooted in disputes over religion, ethnicity, resources, governance, and self-determination. The security situation remains unpredictable, and the operational context is challenging. IRC has operated in South Sudan for over 30 years now delivering humanitarian relief, post-conflict assistance, and development programs in both refugees, internally displaced and host community settings. IRC operates in 10 field offices including in Juba with field program portfolio covering health, nutrition, child protection, Economic Recovery and Development (Livelihoods), women's protection and empowerment and general protection. IRC continues to provide life-saving assistance and humanitarian aid to vulnerable South Sudanese and continues to work with the affected to rebuild their lives and restore peace.

Job overview:

Reporting to and technically supported by the M&E Manager, the M&E/MEAL Officer works in close collaboration with program teams to optimize monitoring, evaluation, accountability and learning capacities and opportunities of the IRC mission in South Sudan to ensure high-quality programming for the clients we serve and support the global ambitions of IRC Strategy 100, and the Country Strategic Action Plan. The M&E/MEAL Officer oversees, leads and implements MEAL activities of a **UNICEF- HSTP intervention in Panyijar** within the Country M&E/MEAL team

RESPONSIBILITIES:

Leadership and Partnership

- Support all technical aspects and actions of MEAL regarding the **UNICEF- HSTP intervention in Panyijar and Koch** ; respond to program needs; foster high standards and practices for quality data collection, analysis, and reports. Enable accountability to clients, partners, and donors.
- Implement and support MEAL system and approaches in your areas of expertise and foster learning.
- Represent IRC at technical meetings, forums, and other events & build partnerships within IRC and area of expertise.
- Champion access and use of data for shared learning, sound decision-making, and data-informed programmatic adaptations.

Technical Oversight

- Support the MEAL system and processes for **UNICEF- HSTP intervention in Panyijar** and Koch in harmony with the MEAL Country and Global Strategies throughout the project cycle which include:



- Collaborate with MEAL and non-MEAL staff to ensure that data is collected, compiled, checked for its quality and completeness in compliance with IRC and donors' standards for data quality.
- Document and share learning, evidence, and data from previous projects to inform project proposal design.
- Implement M&E/MEAL plans, revise (digital) data collection tools, follow-up on processes for online data management, quality checks, and audits, and updating of data visualization.
- Undertake regular analysis of monitoring data and work closely with program officers and managers to facilitate decision-making for real-time program adaptation.
- Produce quality reports and updating dashboards with key findings that foster learning and decision-making and share in project cycle management meetings and team meetings.
- Identify, document, and share client feedback to improve services and results for our clients.
- Support deployment of surveys such as baseline and end line, and the commission of evaluations in coordination with colleagues and partners.
- Support the use of standard mobile data technology and online dashboard to enhance timeliness and quality of data collection, analysis and visualization.
- Join and contribute to IRC's effort in meeting its internal and external accountability commitments through the implementation of sound accountability, client feedback, and response mechanisms.

Human Resources

- Coordinate, lead, mentor M&E/MEAL Officers, Assistants, Data clerks if any; foster timely and high-quality achievement, and an inclusive and respectful team climate.
- Promote the growth and development of others in IRC teams and partners: present high-quality technical training and learning material for partners, colleagues, and junior staff.
- Participate in the recruitment and onboarding of M&E/MEAL Assistant, Data clerks, field incentive workers and enumerators.

Key Working Relationships:

Position Reports directly to or in Management in Partnership to: Senior M&E Manager.

Position directly supervises: Assistants and/or enumerators.

Other Internal and/or external contacts:

Internal: Program Manager and Officers, Database Officer, ICT Officer, Partnerships Manager, HR, Field Coordinator.

External: Beneficiaries, program partner organisations, UNICEF, local and national government (County Health Department, State Ministry of Health).

Requirements

- A technical degree or equivalent – in Public Health, Epidemiology, Economics, and Statistics, ICT and an additional relevant work experience may substitute for education.
- A minimum 3 years of working experience in a related field.
- Possess basic technical knowledge of M&E approaches and techniques in some or all the following areas: Outputs, Outcome monitoring; Theories of Change, Logical frameworks, Data collection, Basic data analysis, Accountability, Client feedback mechanisms.
- Experience in conducting primary quantitative data collection and data entry.
- Basic proficiency and experience with mobile data collection such as Kobo, CommCare, ODK Collect is required, knowledge of Tableau, PowerBi, or GIS software tools are additional assets.
- Good computer skills in MS Office, especially Excel; and Word – with experience in writing reports.
- Self-motivated and pro-active attitude with good organization, planning, and analytic skills, including prioritizing work, multi-tasking and attention to detail;
- Flexibility and ability to work under pressure and in constantly evolving work environments;
- Demonstrated analytical, systematic-thinking, and problem-solving skills are definite assets;
- A strong understanding of accountability and proven ability to build Client Feedback Systems;
- Willingness to travel to various field-level (health facilities) to support the team [40%]



Standards Of Professional Conduct

The IRC and IRC workers must adhere to the values and principles outlined in IRC Way Standards for Professional Conduct. These are Integrity, Service, Accountability and Equality. In accordance with these values, the IRC operates and enforces policies on Beneficiary Protection from Exploitation and Abuse, Child Safeguarding, Anti Workplace Harassment, Fiscal Integrity, and Anti-Retaliation the IRC operates and enforces policies on Beneficiary Protection from Exploitation and Abuse, Child Safeguarding, Anti Workplace Harassment, Fiscal Integrity, and Anti-Retaliation.

Safeguarding Policy

The IRC has a zero-tolerance policy for safeguarding violations by staff, incentive workers, visitors, sub-grantees, suppliers/sub-contractors, and implementing partners. Safeguarding at the IRC is an integral to the organizational values and ethics, and staff and associates are expected to take all reasonable steps to prevent the sexual exploitation, abuse, and harassment of any person linked to the program by both its employees and any downstream partner. The successful candidate will be subject to a thorough background check and satisfactory references.

Narrowing The Gender Gap

The International Rescue Committee is committed to narrowing the gender gap in leadership positions. We offer benefits that provide an enabling environment for women to participate in our workforce including a flexible hour (when possible), maternity leave, transportation support, and gender-sensitive security protocols

Equal Opportunity Employer

IRC is an Equal Opportunity Employer. IRC considers all applicants on the basis of merit without regard to race, sex, color, national origin, religion, sexual orientation, age, marital status, veteran status, disability, or any other characteristic protected by applicable laws.

Gender Equality: IRC is committed to narrowing the gender gap in leadership positions. We offer benefits that provide an enabling environment for women to participate in our workforce including parental leave, gender-sensitive security protocols and other supportive benefits and allowances.

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Any candidate who may wish to do job solicitation to win favor whether being directly or indirectly will automatically lead to disqualification of one's application once detected at any stage of the recruitment process.

The position is strictly for South Sudanese nationals with all the national documents.

How to apply:

Interested applicants should submit a cover letter, CV and Academic Qualification documents with 3 references and a copy of the national ID, including daytime telephone contact to **Human Resources Department** at SS-HR@Rescue.org Alternatively, applications can be hand-delivered to IRC Juba Offices at **APTECH Office Building**, 3rd & 4th Floor, Plot Number 63, Block AXIII, 3rd Class, Hai Malakal, Juba or **IRC Ganyleil Field Office** next to the Airfield. Please clearly mark the position title and duty station.

Deadline for submission is slated for **13th September 2024**. NOTE: Only shortlisted candidates will be contacted. Attach photocopies only while the original will be asked at the interview panel and all the photocopies will remain the property of IRC.

"Women, minorities and people living with disabilities are encouraged to apply"

Approval by
Deputy
Director
28/8/2024

