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24/07/2024



MINISTRY OF LABOR
REPUBLIC OF SOUTH SUDAN
24 JUL 2024

EXTERNAL ADVERTISEMENT

Humanitarian and Development Consortium (HDC) is a legally registered National Non-Governmental Organization (NNGO) operating across four (4) states and two Administrative Areas in South Sudan. Within the four (4) states and two Administrative Areas, HDC is working with the Refugees, IDPs, returnees and host communities to improve the livelihoods of needy people, enable them to realise their potential and enjoy dignified lives. It also provides protection to the most vulnerable individuals with specific needs. It endeavours to promote human dignity and create peaceful environment for individuals to realize their full potential. It is in this framework, that HDC is to recruit;

JOB TITLE:	Consultant (1)		
Title of Assignment:	Consultant Monitoring, Evaluation, Accountability & Learning (MEAL)	Duty station	Juba
CONTRACT PERIOD:	The consultancy will take approximately 30 working days , including the cost of acquiring, and installing the recommended digital MEAL system combined with staff training.	TYPE:	Consultancy
OPENING DATE	24 th July, 2024		
DEADLINE OF SUBMISSION:	13 th August, 2024		
NATIONALITY	South Sudanese		

Background for Consultancy

This term of reference for the consultancy describes HDC objectives to facilitate MEAL capacity building to its staffs implementing HDC programs of different donor funds across five states of South Sudan. The TOR briefly describes key area of consultancy topics to be carried out. It is anticipated that this will skill up and support HDC staffs to improve the way in which they plan, implement and coordinate projects/programmes



Monitoring, Evaluation, Accountability and Learning (MEAL) is an integral part of the project cycle (design, planning, implementation, evaluation and dissemination). Understanding desired project/ program MEAL system provides timely and reliable information for learning to support implementation of project activities in an accurate manner through evidence-based reporting as reported by the community among other stakeholders that we serve. Based on evidence gathered, project staffs can make informed decisions to guide the improvement of project performance aimed at addressing emerging issues from the community based on their needs. As MEAL is essential to uphold accountability and compliance systems and to seek whether the programs implemented by us are carried out as agreed and in compliance with established standards and procedures.

At HDC, much is still needed to ensure effective data collection, consistency validation analysis and reporting for effectiveness and efficiency in our programming. HDC intends to provide a workshop for its programme staffs, project officers, M&E officers on effective MEAL approaches tailed to our programming. The workshop will look at how best HDC can improve on its approaches based on its learning from the past looking at what has worked best within the organisation and within other implementing partners whose learning we can borrow.

The objectives

The purpose of the MEAL consultancy will be to transfer knowledge and build skills in MEAL concepts and MEAL design. To some extent, this will be a on job capacity building to the upcoming HDC MEAL coordinator, but it is also expected that the consultant/ will also bring on board new insights in MEAL based on the current debate/talk as informed by the current wave of innovation in MEAL.

Scope of work

HDC has identified capacity gaps and the MEAL consultant will be expected to carry out and deliver on the following responsibilities: The MEAL consultant will be tasked on the following responsibilities;

- 1) Provide and institutionalised digitized MEAL System.
- 2) Select, develop and train the MEAL staff on a digitized MEAL system.
- 3) Recommend an e-course on MEAL and support in developing tailored MEAL tools for HDC.

Deliverables

- A comprehensive consultancy module based on the needs/gaps as reported by the project staffs in the scope.
- Provide and institutionalised a digitized MEAL system.
- Train staffs on MEAL based on the agreed module.





HUMANITARIAN AND DEVELOPMENT CONSORTIUM

We empower the communities

Humanitarian and Development Consortium

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- A consultancy report with key recommendations for further action.

Qualifications

- Minimum holds a master's degree in Monitoring and Evaluation or related field.
- 5 years' experience of working in humanitarian sector exclusively in MEAL
- Minimum of 5 years in conducting MEAL workshop including coordinating capacity to prepare logical, coherent and consistent documents with proven experience in Theory of Change, designing MEAL systems, Logical Framework, participatory M&E, Results Based Management, Accountability and Real time data management, Digital data management and collection software (Microsoft Power BI, Activityinfo, Open project.com or PROMiS), proven data analysis statistical skills, advance excel and SPSS
- Additional knowledge in projection planning and management is an asset

INTERESTED QUALIFIED APPLICANTS:

Submit the followings documents by email to info@hdcafrica.org before 5 PM on Tuesday 13th August, 2024.

1. Cover Letter/ application letter
2. Updated CV
3. Recommendation Letters from previous employers
4. Copies of Academic Certificates
5. Copy of National ID

NB: Females candidates are highly encouraged to apply for the positions. **BE ADVISED:** Do not submit original documents. However, you may be asked prior to the interview process to bring the original documents with you for verification. Be reminded that the submitted application documents are not refundable.

NB: ONLY SHORT LISTED CANDIDATES WILL BE CONTACTED

HDC is an equal opportunity employer and qualified women are encouraged to apply.

