



REPRODUCTIVE HEALTH ASSOCIATION OF South Sudan



DATE: 14/10/2019

Job Title: M&E OFFICER- WISH2ACTION
Duty Station: Juba with frequent visit to field offices
Opening date: 14th October 2019
Closing date: 1st November 2019
Starting Date: ASAP

Reproductive Health Association of South Sudan (RHASS) is an indigenous Non Political, Non-governmental and not for profit making National NGO established by dedicated and committed South Sudanese nationals in 2011

RHASS provides sexual and reproductive health services and information to men, women and youths. It has a family health clinics situated in Juba and field offices in Torit, Bor, Yei & Wau, which are, manage by qualified and experienced health personnel providing family planning services information and education on maternal health, child, counselling and advocacy which RHASS offer to South Sudanese people in support of national effort to improve the reproductive health situation in South Sudan.

RHASS is supported by International Planned Parenthood Federation (IPPF), United Nations Population Fund (UNFPA), Global Affairs Canada (GAC) and Department For International Development (DFID). RHASS is therefore looking for a qualified and experienced M&E Officer to supports its WISH2ACTION activities in the country

Main duties and responsibilities:

The Monitoring and Evaluation (M&E) Officer will be responsible for the design, coordination and implementation of the monitoring and evaluation, research, and learning framework of the WISH2ACTION Project. He/she will develop a systematic monitoring framework to improve the qualitative and quantitative evidence gathered by the WISH2ACTION Project. He/she will also provide technical assistance to the other RHASS projects, particularly in relation to monitoring, reporting and Evaluation issues.

Specific duties:

Setting up the system;

- Assist in the revision of the project log frame matrix, particularly in the areas of performance indicators and their measurement;



- Assist in the development and/or finalization of the project Work Plan and keep it updated in accordance with project activities and timeframes as relevant.
- Develop the overall framework, for project M&E, for example mid-term project review, impact assessment, final evaluation, develop project Performance Monitoring Plan with relevant data collection systems.
- Review the quality of existing data in the project subject areas, the methods of collecting it, and the degree to which it will provide good baseline statistics for impact evaluation.
- Develop baseline data for each project component and for all project indicators.
- With collaborating partners, review their existing approaches and management information systems and agree on any required changes, support and resources.
- Develop a plan for project-related capacity-building on M&E and for any computer-based support that may be required.
- Organize and undertake training with collaborating partners on M&E as required.

Implementation of M&E and coordination:

- Collect data on a regular basis to measure achievement against the performance indicators.
- Check data quality with partners.
- Maintain and administer the M&E database; analyze and aggregate findings.
- Support project progress reporting, project mid-term review and final evaluation.
- Identify areas where technical support to project partners is required. Organize refresher training on M&E for partners as required.
- Identify lessons learned and develop case studies to capture qualitative outputs of the project. Provide advice to the supervisor on improving project performance using M&E findings.

Communication:

- Produce reports on M&E findings and prepare presentations based on M&E data as required.
- Provide the Project Manager with management information she/he may require.
- Check that monitoring data are discussed in appropriate forum and in a timely fashion in terms of implications for future action. If necessary, create such discussions to fill any gap.
- Perform other duties as may be assigned by the Project Manager and the Executive Director.

Qualifications requirements:

Education: First, level university degree in statistics, demographics, public policy, international development, economics, or related field. Advanced certificate in M&E, statistics or economics preferred.

Experience:



- Minimum of three (3) years of professional experience in an M&E position responsible for implementing M&E activities of international development projects.
- Experience in designing, implementing, and operating project M&E systems from project initiation to closeout stages.
- Experience in designing and managing beneficiary monitoring and database systems.
- Experience in strategic planning and performance measurement, including indicator selection, target setting, reporting, database management, and developing M&E and performance monitoring plans.
- Knowledge of the major evaluation methodologies (e.g. qualitative, quantitative, mixed-method, and impact) and data collection and analysis methodologies.
- Experience in planning and managing surveys.
- Experience in developing and refining data collection tools.
- Experience with data quality assessments and oversight.
- Experience in managing and providing training to partners and target beneficiaries.
- Ability to facilitate and serve as project liaison for externally managed evaluations.
- Excellent written and spoken command of English. Knowledge of Arabic and other local languages

Competencies:

- Good knowledge of programme implementation, monitoring and evaluation techniques and practices.
- Familiarity with impact assessment an advantage
- Familiarity with some of the substantive issues handled by the project such as labour inspection, labour law enforcement, social dialogue.
- Good knowledge and experience regarding gender mainstreaming.
- Good moderation, facilitation and training skills.
- Demonstrated ability to liaise and negotiate with government and social partners.
- Ability to perform a variety of conceptual analyses required for the formulation, administration and evaluation of projects.
- Excellent analytical skills.
- Ability to work in a team and good interpersonal skills.
- Good computer applications skills.
- Good organizational skills.
- Ability to deal with people with tact and diplomacy.
- Ability to work independently with a minimum of supervision.
- Ability to work under time pressure and meet deadlines.
- Ability to work in diversified environments.

Interested and qualified South Sudanese applicants are invited to send their **Application and CV, plus copies of education/qualifications and experience documents** to Reproductive Health Association of South Sudan (RHASS) along Gudele road opposite Episcopal Church's St. Thomas Church, for hard copies before 1st November 2019 by 5PM. Or strictly NOT more than 2 pages electronic copies send to recruitmnrhass@gmail.com. **Female candidates are highly encourage to apply**

For more information, please contact 0925433547

