



READVERTISEMENT: MONITORING AND EVALUATION OFFICER

Centre for Emergency and Development Support (CEDS) is a National NGO registered by the relief and rehabilitation commission (RCC) in South Sudan. Since 2005, we have been working together with partners and other stakeholders to achieve a poverty free society that is socially and economically self-reliant and conscious about basic human rights and dignity.

In Northern Bahr El Ghazal, CEDS has been implementing a number of project in different sectors including WASH, food security and livelihoods, health among others with funding from different donors and partners. CEDS is now looking to recruit a **Monitoring, Evaluation, Accountability and Learning (MEAL) officer** to lead different M&E, accountability to affected populations (AAP) and learning activities of the different projects implemented in different counties of Northern Bahr El Ghazal.

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

Duty Location: Aweil Town, Northern Barh El Ghazal, South Sudan

Reports to: Country Programmes Manager (CPM) with matrix reporting to the grants and information coordinator (GIC)

The officer will support the organization in:

- Develop data collection tools for different project implemented by the organization ensuring that the tools capture both qualitative and quantitative data.
- Liaise with the technical officers to develop terms of references for different surveys and data collection activities of the organization.
- Working together with other officers to ensure that all the relevant surveys are carried out including baselines, assessments, studies and evaluations.
- Supporting other project officer in developing data collection tools for routine monitoring purposes.
- Supervising all data collection activities for the assigned projects.
- Leading other staff in analysing data collected from the field and work together in development of reports from these analyses.
- Taking part in the joint monitoring activities and ensure that all the action plans from the joint monitoring are acted upon.
- Ensuring that data is available both to donors, other stakeholder and the organization to inform on progress against the objectives
- Taking lead in beneficiary accountability ensuring that the organization's accountability plan is implemented and that the beneficiaries' voices are heard and included in all the projects being implemented by the organization.
- Take lead in developing information sharing and feedback framework and relevant tools for the organization.
- Work with project officer and field-based staff to carry out routine information sharing, collection and action on complaints and feedback for the organization.
- As the secretary to the feedback committee, ensure that all the community feedback is documented and acted on in a timely manner.
- Ensuring that the learnings from the projects are documented and are used in future programming.
- Supporting in proposal development by coming up with M&E plans and any other information needed during proposal development

The desired candidate for this position needs to have these minimum qualifications;

- At least an undergraduate degree or diploma in any of the following fields; Monitoring and Evaluation, applied statistics, sociology or anthropometry, education or any relevant training
- A professional training in monitoring and evaluation is a plus
- Experience in monitoring and evaluation in a national or international organization for at least 2 year
- Knowledge or experience in data collection using mobile phones
- Strong computing skills especially in spreadsheets
- Good reporting and communications skills.
- Knowledge and or experience in collecting and acting on complaints and feedback or communicating with communities (CwC) is a must.

If you meet these required qualifications and is interested in joining our dynamic team, please send **your motivation letter and a resume of STRICTLY not more than 2 pages** to: vacancies@cedss.org mentioning **your expected gross salary before the 20th of Dec 2019**. Hard copy applications can also be dropped at our coordination office in Juba (Hai - Malakal, cemetery Road, behind Eritrea Embassy, Juba) or Aweil (Hai Mathiang, Aroyo road, Aweil Town).

Only shortlisted candidates will be contacted for interviews.

NOTE. CEDS is committed to diversity and inclusivity within its workforce, and encourages qualified female candidates to apply. CEDS does not tolerate any form on canvassing and any attempt will lead to automatic disqualification.

Approved by Department of Labor and
Public Service / Aweil State -
3/12/2019

