



Norwegian People's Aid

South Sudan



Advertisement For Monitoring and Evaluation Officer, Based In Fangak

Norwegian People's Aid (NPA) South Sudan is an International Non-Governmental Organization implementing humanitarian, relief and long-term development cooperation in South Sudan. NPA has worked in South Sudan since 1986 and currently runs three programmes: Civil Society Development, Rural Development, and Emergency Response. NPA is currently implementing Emergency intervention of General Food Distribution (GFD) and Blanket Supplementary Feeding Program (BSFP) and wishes to recruit a highly competent, proactive and self-driven individual (South Sudanese), for the position of **Monitoring and Evaluation Officer** based in Fangak. The contract for this position is Definite Contract with possibility of extension based on funding and satisfactory performance.

Purpose of the Position:

Responsible for the implementation of the monitoring and evaluation, and learning framework of the NPA projects. Implement the M&E framework to ensure the qualitative and quantitative evidence are gathered from activities. Also provide technical assistance to the implementing staff and beneficiaries, particularly in relation to monitoring and reporting issues.

Duties and Responsibilities:

1. Design the M&E System Tools

- Actively participate in the development of an M&E system and tools to enable all projects to collect, aggregate and support analysis of data.
- Assist the Program Managers and Officers on the choice of indicators and development of a monitoring plan.
- Implement qualitative and quantitative data collection methodologies.
- Work with staff to develop and standardize survey tools and other data collection forms for monitoring programs.

2. Implementation of the M&E System

- Follow up the implementation of the M&E system, M&E tools, and project monitoring plans, including training and support in data analysis and usage.
- Support staff, partners and beneficiaries and ensure that they receive adequate feedback on progress on NPA programs.
- Document performance of the project against targets with special responsibility to qualitative and quantitative indicators and ensure reporting requirements are met.

3. Data Collection and Analysis

- Participate in designing data collection tools, collect and analyses data as and when required.



- Collect, compile and analyze the data, in a timely manner, regarding different sub-components/activities against envisaged project objectives.
- Capture significant change stories.
- Follow-up on the data collection regarding field activities, baseline and impact assessment and ensure harmonization of data collection methodologies.

4. Capacity Building of Different Stakeholders

- Train staff on M&E tools, data collection, analysis and basic surveying and sampling techniques.
- Promote the principles and practices of beneficiary accountability to colleagues, providing training and coaching in beneficiary feedback and other good practices as required.
- Work closely with Program Managers, lead a robust learning agenda for the program, design and implement mechanisms for continuous learning, collaboration and adaptation for project staff, partners, donors, government counterparts and other stakeholders.

5. Proposal Development

- Participate in project proposal development by providing relevant and well analysed qualitative and quantitative data.

6. Reporting

- Prepare monitoring and evaluation report for the project/program.
- Prepare and submit the monthly evaluation reports for each project including the mid-term and end of project/project reports.

7. Any other duties that may be requested and assigned by the supervisor from time to time.

KEY PERFORMANCE INDICATORS:

- a. Appropriate monitoring and evaluation systems in place
- b. Monitoring and evaluation tools in place
- c. Timely Midterm and end line, baseline assessments and evaluations
- d. Accurate analysis of data.
- e. Timely reporting.

Desired Qualifications/Skills/Experience:

Bachelors' degree in Social Sciences, Agricultural Sciences, Development Studies, Statistics and/or Mathematics

Three years of working experience in M&E systems

Understanding of planning, monitoring and evaluation concepts and approaches in both emergency and development settings.

Personal Competencies:

- Monitoring and evaluation skills
- Good computer skills.
- Interpersonal skills
- Strong analytical skills.



- Communication skills
- Good at multi-tasking

Work Relationship

Internal:

- All staff
- Project and operations teams.

External:

- Partners
- Consultants
- Community and beneficiaries
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NPA South Sudan is an Equal Opportunity employer. In making employment decisions it does not discriminate on the basis of gender, ethnicity, religion or political affiliation.

Qualified female candidates are highly encouraged to apply.

Application and CV/resume with active contacts and three professional referees and copies of academic transcripts should be submitted to: recruitment-rss@npaid.org

Hard copy application and CV/Resume can also be delivered to the NPA South Sudan Head Office, Martyrs Street (opposite UNICEF) Juba Office and NPA Fangak Office.

Applications submitted after 12:00 noon on Monday 6th February 2023, will not be considered.

Submitted copies of academic transcripts will NOT be returned to the applicant.

Only Shortlisted candidates will be contacted.

