



VACANCY ANNOUNCEMENT

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| Job Title: | M&E Officer |
| Number of Post | One (1) Band /Level1 |
| Grade: | 8B |
| Department: | Child Protection. |
| Location: | Mayendit |
| Overtime Eligible: | N/A |
| Contract Status | Fixed Regular |

Job Description

Background/IRC Summary:

The International Rescue Committee (IRC) responds to the world's worst humanitarian crises and helps people to survive and rebuild their lives. IRC work in over 42 countries and 22 U.S. cities, we restore safety, dignity and hope to millions who are uprooted and struggling to endure. The IRC leads the way from harm to home. 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 9 field offices including in Juba with program portfolio covering health, nutrition, child protection, economic recovery and development (ERD)/livelihoods, women's protection and empowerment and general protection. IRC continues to provide life-saving assistance and humanitarian aid to vulnerable South Sudanese, trying to rebuild their lives and restore peace. The IRC's new strategy in South Sudan will prioritize improving health, safety, and economic well-being, targeting women, children, and other vulnerable groups.

Scope of work.

Working under the supervision of the Senior Monitoring & Evaluation (M&E) officer and the technical guidance of program managers, the M&E Officer will be responsible for the collection and analysis of data including reporting quantitative and qualitative M&E data. The Officer will be responsible for documentation of learning and using data for evidence-based decision making to inform program direction. The M&E Officer will work closely with all program staffs in the field to implement the IRC M&E commitments, improve program quality through enhanced data management systems and supporting program processes in the field office. The position will support measurement of the program achievement. The Officer will support the Senior M&E officer in managing day to day M&E tasks arising in the Field Office and providing technical support to field teams to ensure effective implementation of the project.

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- Prepare CRA reports based on consolidated analysis of client feedback recorded via proactive and reactive channels, to be discussed at field meetings, project review meetings for analysis and decision making at the provincial level.

Key Working Relationships

Report to: Senior M&E Officer with dotted line to Senior MEAL Manager, client's Responsiveness Manager and MEAL coordinator

Directly supervises: N/A

Internal and External contacts: Project Assistant, Project Officers, Program Managers, Finance department, Supply chain, HR department, other departments within IRC, implementing partners and Local authorities.

Qualifications

- A bachelor's degree in Statistics, social science, information management, demography, Economics, M&E, or related field.
- Certificate in M&E or Post-graduate Diploma in M&E is desired.
- Experience of at least 3 years of working experience in M&E with an NGO in humanitarian environment.

Functional Knowledge, Skills, and Abilities

- Excellent communication and interpersonal skills.
- Good analytical skills and organizational capacities.
- Ability to work under tight deadlines and share relevant information.
- Strong capacity building skills with excellent command of both written and spoken English.
- Works collaboratively with team members to achieve results.
- Ability to analyze data and produce quality report
- Relates and works well with people of different cultures, gender, and backgrounds.
- Ability to work both independently and as part of a team.
- Good working knowledge of computer skills (MS Word, Excel, Power Point and outlook)
- Familiar with digital data collection and analysis packages (KOBO Toolbox, ODK Collect, DHIS2, NIS, SPSS, Commcare and PowerBi, SPSS)

Language skill: Fluency in English is required, good working knowledge in Juba Arabic and the local language would be of added advantage.

Standards for 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, and Accountability. In accordance with

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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.

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 the 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 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 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 the applicants based on 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.

The position is strictly for **SOUTH SUDANESE NATIONAL WITH ALL REQUIRED NATIONAL DOCUMENTS.**

How to apply: Interested applicants should submit a **CV with 3 references** (please indicate referee telephone number and email address) and a copy of academic and training certificates, a copy of **national ID** and **daytime telephone contact**. Address it to the **Human Resources Department**, IRC South Sudan and you can deliver your Application to **IRC Head office in Juba Goshen House, or field office in Mayendit**, or you can email your application to **SS-HR@Rescue.org**. Deadline for submission is **30/11/2022** before **5:00 PM** Central African Time.

NOTE: Only short-listed candidates will be contacted and attach photocopies only while original will be asked at the interview panel and all the photocopies will remain the property of IRC. Any candidates who may wish to do job solicitation to win favor whether directly or indirectly will automatically lead to disqualification of one's application once detected at any stage of the process.

PLEASE REMEMBER TO CLEARLY INDICATE THE POSITION YOU ARE APPLYING FOR ON THE ENVELOP (Hand delivery) or SUBJECT Email)

WOMEN, MINORITIES AND PEOPLE LIVING WITH DISABILITIES ARE ENCOURAGE TO APPLY

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