



**VACANCY NOTICE**

<b>Job Title</b>	<b>Monitoring and Evaluation Officer</b>
<b>Location</b>	<b>Panyikang County, Upper Nile State</b>
<b>Reporting to</b>	<b>Health And Nutrition Manager</b>
<b>Duration</b>	<b>1 year</b>
<b>Requirement</b>	<b>Include salary expectations in your cover letter</b>

**Organization View**

**AGENCY FOR CHILD RELIEF AID (ACRA)** is a national Non-Profit, Non-Government Humanitarian Organization established by dedicated South Sudanese professionals. ACRA aims to offer sustainable livelihood opportunities to support and improve the lives of vulnerable children and populations in both urban and rural areas of South Sudan. The organization works to ensure access to essential services such as Child protection, Education, Gender-Based Violence (GBV) prevention and awareness, Safe Water Supply, Sanitation facilities, Sustainable Food Security & Livelihoods, Nutrition, and Primary Health Care services while upholding human rights principles and promoting peace and social well-being for all.

**Vision:** A society where children and vulnerable communities are empowered and equitably access sustainable livelihood opportunities.

**Mission:** ACRA mission is to provide Hope and Recovery to conflict and natural disaster affected children and communities through engagement in the sectors of Livelihoods, Environment, Education, Protection and Emergency Aid.

ACRA, with technical support and funding from UNICEF through the Multi-Donor Trust Fund Supported Health Sector Transformation Project, partners to implement a basic package of Health and Nutrition services. This includes integrating gender equality, addressing gender-based violence, and implementing social behaviour change communication. Successful implementation of this partnership will help achieve the goals outlined in the National Health Sector Strategic Plan (HSSP 2023-2027). The goal is to strengthen the national health system, overcome barriers to effective delivery of the BPHNS, and efficiently address quality and safety concerns of communities. Additionally, it aims to protect people from impoverishment and social risks. ACRA's role is to use the funding to provide ongoing support to Primary Health Care Units (PHCU) and Primary Health Care Centres (PHCC) in Lot19b. This will be done in close collaboration with the State Ministry of Health (SMOH), County Health Department (CHD), and following partnership guidelines with UNICEF.

**Roles & Responsibilities/Job Description**

Main job Purpose

The Monitoring and Evaluation Officer will be responsible for tracking and assessing the performance and impacts of project, using data and evidence to inform decision making and improve outcome. S/HE will also be responsible in design, implement monitoring and evaluation framework, develop indicators, collect and analyse data and conduct routine field visits to ensure data quality.

Key Tasks:

- Update the project implementation Work Plan in accordance with project activities and timeframes as relevant.
- Check project data quality with health technical staffs.





- Work with the project lead to develop the overall framework for monthly and mid-term project review, impact assessment, final evaluation.
- Ensure project performance monitoring plan is implemented.
- 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.
- Organize and undertake training with collaborating partners on M&E as required.
- Collect data on a regular basis to measure achievement against the performance indicators.
- Maintain and administer the M&E database; analyze and aggregate findings.
- Support project progress reporting, project mid-term review and final evaluation.
- 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.
- Consolidate indicator performance tracking tool for the project at the field level.
- Support the development of appropriate databases to meet the information needs of the project.
- Ensure project data security.
- Work with the communication team in developing and disseminating case studies/success stories from targeted beneficiaries.

**Communication:**

- Produce reports on M&E findings and prepare presentations based on M&E data as required.
- Provide the project lead with project management information required.
- Check that monitoring data are discussed in appropriate forum and in a timely fashion in terms of implications for future action.
- **Any other responsibilities assigned by the supervisor.**

**MINIMUM QUALIFICATION/EXPERIENCE**

- Diploma/degree in statistics, Monitoring and evaluation, Development studies or a related field.
- 2 years of experience in conducting MEAL activities.
- Experience in assessing staff ME needs and providing in-person or remote trainings to staff or partners with different exposure to MEAL policies and procedures.
- Strong interpersonal skills and able to communicate, in English clearly both verbally and in writing and with all Levels of staff (communications)
- High degree of flexibility to carry out their actions if the need arises.
- Experience in writing and reviewing reports.
- Proficient in computer programmes such as Word & Excel.

**SKILLS AND ATTRIBUTES**

- Excellent analytical and logic skills
- Should be familiar with at least one M&E software application.
- Self-starter and independent thinker and willing to follow instructions.
- Team player with friendly personality; able to build strong interpersonal relationships with the local communities.
- Able to work under pressure and with people from diverse cultures and backgrounds.
- Flexible work style and with an interest in being part of a dynamic and evolving team.
- Excellent oral and written communication skills (English and spoken Arabic).





<b>WORK CONDITIONS</b>	<p>The position is for a field staff who will be based in juba county and may travel frequently to the field to ensure proper running of the project.</p> <p>Applicants must have no history of violation of children’s rights or of Child abuse and sexual exploitation of any kind.</p> <p>ACRA maintains a <b>ZERO TOLERANCE FOR SEXUAL EXPLOITATION AND ABUSE</b>, and enforces strict policies to protect children and vulnerable individuals.</p> <p>ACRA adheres to stringent data confidentiality and protection regulations that govern research activities. All respondent is required to sign consent forms before providing any information. Any personnel accused of misconduct will be promptly suspended and excluded from the program.</p>
<b>JOB COMMITMENT</b>	
<b>STARTING DATE</b>	<b>Immediately.</b> Note that due to the urgent nature of the position, <i>the evaluation of applications will be on rolling basis</i> as we begin to receive applications and the position might be filled before the application deadline.
<b>SUBMISSION OF APPLICATION</b>	<p><b>The Application can be submitted by email to <a href="mailto:jobs@acra-ssd.org">jobs@acra-ssd.org</a></b></p> <ul style="list-style-type: none"> <li>• Hard copy applications sealed in envelop should be submitted to CHD Office, Panyikang County clearly indicating Job Title on the back of the envelope.</li> </ul>
<b>CLOSING DATE</b>	<b>22<sup>nd</sup> July 2024</b>
<b>OTHER INFORMATION</b>	<p>Please provide the following when applying for this post:</p> <ul style="list-style-type: none"> <li>• Curriculum Vitae (CV) that contains details of your qualifications, experience, and present position current or previous position held, contact details and names of three references.</li> </ul> <p><b>NB: DO NOT INCLUDE YOUR ORIGINAL ACADEMIC CERTIFICATES/ DOCUMENTS IN THE HARD COPY APPLICATION</b></p> <p><b>Female candidates are highly encouraged to apply</b>  <b>Only short-listed candidates will be contacted.</b></p>

