



Norwegian People's Aid
South Sudan

Approved



Advertisement For Monitoring and Evaluation Officer Based In Rumbek.

Norwegian People's Aid (NPA) South Sudan is an International Non-Governmental Organization involved in 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 WFP funded Food for Assets (FFA) and wishes to recruit a highly competent, proactive and self-driven individual (South Sudanese), for the position of **Monitoring and Evaluation Officer** based in Rumbek, Lakes State.

The contract for this position is Definite Contract with possibility of extension based on funding and satisfactory performance.

Purpose of the Position:

The Monitoring and Evaluation Officer is responsible for the implementation of the monitoring, 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:

Design the M&E System Tools

- Actively participates in the development of an M&E system and tools to enable all projects to collect, aggregate and support analysis of data.
- Assists the Team Leader and Project Officers on the choice of indicators and development of a monitoring plan.
- Works with staff to develop and standardize survey tools and other data collection forms for community-based discussions, cattle camp mapping, seasonal livelihoods planning, CBPP, activity planning and processes within project/program and stakeholders.
- Participates in the development of project proposals through the provision of technical expertise using standard formats.
- Proposes implementation targets with monitoring and evaluation indicators.
- Implements qualitative and quantitative data collection methodologies.

Implementation of the M&E System

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

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RRC office of humanitarian affairs*



Data Collection and Analysis

- Participates in designing data collection tools, collect and analyse data as and when required.
- Collects, compiles and analyzes the data, in a timely manner, regarding different sub-components/activities against envisaged project objectives.
- Captures significant change stories.
- Follow-ups on the data collection regarding field activities, baseline and impact assessment and ensures harmonization of data collection methodologies.

Capacity Building of Different Stakeholders

- Trains staff on M&E tools, data collection, analysis and basic surveying and sampling techniques.
- Promotes the principles and practices of beneficiary accountability to colleagues, providing training and coaching in beneficiary feedback and other good practices as required.
- Works closely with the Team Leader and Head of Sub-Office.
- Leads a robust learning agenda for the program.
- Designs and implements mechanisms for continuous learning, collaboration and adaptation for project staff, partners, donors, government counterparts and other stakeholders.

Proposal Development

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

Reporting

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

Key Performance Indicators:

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

Desired Qualifications/Skills/Experience:

- Bachelors' degree in Social Sciences, Agricultural Sciences, Development Studies, Statistics and/or Mathematics.
- Four years of working experience in M&E systems
- Understanding of planning, monitoring and evaluation concepts and approaches in implementation WFP funded FFA/CFA and Safety Net and Resilient Projects.
- At least 4 years past experience, preferable with similar size agency in implementing Pastoral Livelihoods, Resilience and livelihood interventions and detailed understanding of quality standards for asset creation and activities that can be implemented through FFA/CFA and Safety Nets.

Personal Competence:

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



- Strong analytical skills.
- Communication skills
- Good at multitasking.

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 as well as NPA Rumbek Office

Applications submitted after 12:00 noon on Friday 19th August 2022, will not be considered.

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

Only Shortlisted candidates will be contacted

