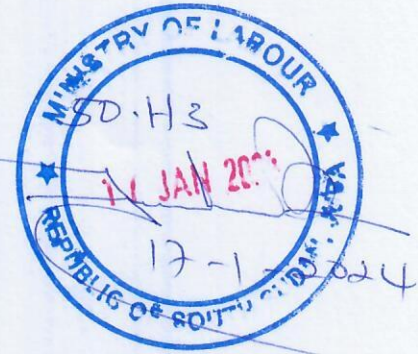


National Empowerment of Positive Women United (NEPWU)

Job Title:	M&E Officer
Country program:	South Sudan
Location of the Position:	Juba with frequent field visits
Position Opened for:	South Sudanese National Only.
Reporting to:	Senior M&E Officer.
Desired Start Date	ASAP
Advertised date	17 th January, 2024
Closing date for Application:	9 th February, 2024
Contract type:	Full-time, for One Year renewable based on fund availability



NEPWU Head Office in SSAC Compound, Juba, located in Jebel Kujur Yei Road.

BACKGROUND

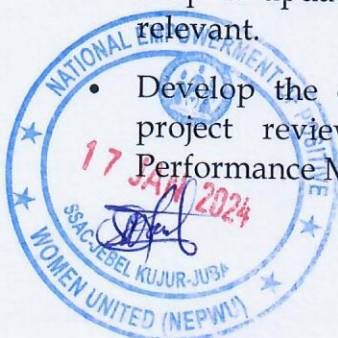
National Empowerment of Position Women United (NEPWU) is a National Non-Governmental Organization of women and girls living with and affected by HIV in South Sudan. NEPWU was established in 2013 with support from SSAC, UNAIDS and UN Women. This was in accordance with the decision by the UNAIDS as articulated by its Global Plan (2011), to put women living with HIV at the Centre of the HIV response so as to stop new HIV infections among children and to keep their mothers alive. NEPWU is seeking for qualified **M&E officer** who will undertake the following duties; -

Summary Responsibilities:

The Monitoring and Evaluation (M&E) Officer will be responsible for the design, coordination and implementation of the monitoring and evaluation, research, and learning framework of the Project. He/she will develop a systematic monitoring framework to improve the qualitative and quantitative evidence gathered by the Project. He/she will also provide technical assistance to the implementing agencies, particularly in relation to monitoring, reporting and governance issues.

Duties & Responsibilities:

- Assist in the revision of the project log frame matrix, particularly in the areas of performance indicators and their measurement;
- Assist in the development and/or finalization of the project Work Plan and keep it updated in accordance with project activities and timeframes as relevant.
- Develop the overall framework, for project M&E, for example mid-term project review, impact assessment, final evaluation, develop project Performance Monitoring Plan with relevant data collection systems.



- 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.
- Develop baseline data for each project component and for all project indicators.
- With the Senior M&E Officer, review their existing approaches and management information systems and agree on any required changes, support and resources.
- Develop a plan for project-related capacity-building on M&E and for any computer-based support that may be required.
- Collect data on a regular basis to measure achievement against the performance indicators.
- Check data quality with partners.
- Maintain and administer the M&E database; analyse and aggregate findings.
- Support project progress reporting, project mid-term review and final evaluation.
- Identify areas where technical support to the program team is required. Organize refresher training on importance of M&E for the program staff as required.
- 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.
- Produce reports on M&E findings and prepare presentations based on M&E data as required.
- Provide the Project Manager with management information she/he may require.
- Check that monitoring data are discussed in appropriate forum and in a timely fashion in terms of implications for future action. If necessary, create such discussions to fill any gap.
- Perform other duties as may be assigned by the Project Manager and the Program Coordinator.

Qualification's requirements:

Education: First level university degree in statistics, demographics, public policy, international development, economics, or related field. Advanced certificate in M&E, statistics or economics preferred.

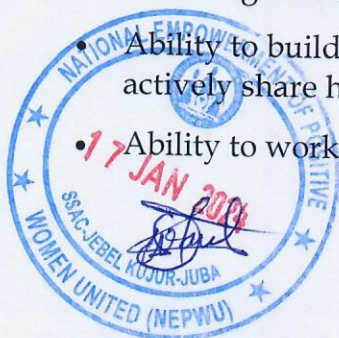
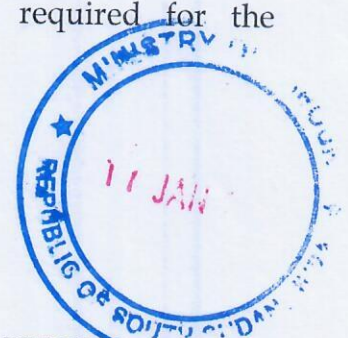
Experience:



- Minimum of three (3) years of professional experience in an M&E position responsible for implementing M&E activities of international development projects.
- Experience in designing, implementing, and operating project M&E systems from project initiation to closeout stages.
- Experience in designing and managing beneficiary monitoring and database systems.
- Experience in strategic planning and performance measurement, including indicator selection, target setting, reporting, database management, and developing M&E and performance monitoring plans.
- Knowledge of the major evaluation methodologies (e.g. qualitative, quantitative, mixed-method, and impact) and data collection and analysis methodologies.
- Experience in planning and managing surveys.
- Experience in developing and refining data collection tools.
- Experience with data quality assessments and oversight.
- Experience in managing and providing training to partners and target beneficiaries.
- Ability to facilitate and serve as project liaison for externally-managed evaluations.
- Excellent written and spoken command of English. Knowledge of Juba Arabic preferred.

Competencies:

- Good knowledge of programme implementation, monitoring and evaluation techniques and practices.
- Familiarity with impact assessment an advantage
- Ability to perform a variety of conceptual analyses required for the formulation, administration and evaluation of projects.
- Excellent analytical skills.
- Ability to work in a team and good interpersonal skills.
- Good computer applications skills.
- Good organizational skills.
- Ability to build on relevant knowledge within and outside NEPWU as well as actively share her/his experience and expertise with colleagues and partners.
- Ability to work independently with a minimum of supervision.



- Ability to work under time pressure and meet deadlines.
- Ability to work in diversified environments.

Interested and qualified candidates should:

Submit their current CV and motivation letter not later than 9th February, 2024 indicating Position and Location by email to: hr.nepwu@gmail.com or by hand deliver to: NEPWU Head Office in SSAC Compound, Juba, located in Jebel Kujur Yei Road

Help line +211920998938/+211980365468

Note:

NEPWU applies zero tolerance approach to Sexual exploitation & abuse (SEA) harassment and other forms of unethical practices including fraud.

FEMALE Candidates are strongly encouraged to apply.

Only Shortlisted Candidate will be contacted for interviews.

