

INTERNSHIP OPPORTUNITY MEAL Intern

CAFOD, one of the UK's leading international aid agencies, is currently looking for MEAL Intern to be based in Juba.

Job Profile.

The MEAL Intern will support the Programme quality officer with routine task of Data collection tools formation, data entry, cleaning and analysis, documentation of success stories and case studies, compilation of monthly and quarterly reports. Management of KOBO and/or COMCARE DATA system.

Main duties and responsibilities:

Objective	Specific Duties and Responsibilities
To Strengthen monitoring system development and Implementation.	<ul style="list-style-type: none"> ❖ Ensure that standardised Data management methodologies for filed level are well understood and followed by partners. ❖ Support in Creating and standardizing quantitative and qualitative monitoring tools to monitor key processes, outputs, and outcome indicators related to each sector of intervention. ❖ Support in data cleaning, Analysis and drafting DPMs, PHA and KAP Survey reports ❖ Participates in the process of developing, establishing and management of the indicator tracking table (ITT) for the consortium.
Improves accountability and feedback systems.	<ul style="list-style-type: none"> ❖ Support in documenting success stories and case studies, including key learnt learned ❖ Assess appropriate means to collect feedback in consortium intervention areas. documents and follow up on feedback and complaints in close collaboration with partners.
Integrating lesson Learned into Decision making process	<ul style="list-style-type: none"> ❖ Participates in quarterly panel monitoring, progress review, learning events, where key M&E findings and recommendations are discussed. ❖ Support in the development of project learning documents.
Ensuring quality Reporting and Communication system is in place for the consortium.	<ul style="list-style-type: none"> ❖ Support program team in reviewing monthly and quarterly reports to ensure high quality reports are submitted on time. ❖ Participates in the process of conducting Baseline, PDM, KAP, PHA, Midline and Endline surveys, developing quality reports for each survey with relevant stakeholders




The profile: This position is open to South Sudanese nationals only. the applicant will also need to demonstrate

and have:

- 1) A Diploma or Degree in M&E, statistics, and Economics, with good understanding of FSL, WASH, Protection and Peace building Programmes implementation and implementing the corresponding MEAL Activities to each sector.
- 2) Experiences of using KODO, COMCARE, SPSS and EXECLL for data management and analysis.
- 3) Understanding of approaches to ensure accountability in programme work towards intended beneficiary communities and commitment to Core Humanitarian Standards.
- 4) Good understanding of the key principles of Results focused monitoring, evaluation and learning systems, Results and/or logical frameworks.
- 5) Experience of quantitative/ qualitative data management and analysis.
- 6) Good analytical skills, skills in review of documents and report writing in English.

Contract Duration:

- Six months (6) Only.

To apply: If you identify with this profile we would love to hear from you.

- Please download our application form, from NGO Fourm website as attached with this advertisement and send your application form through email to southsudanjobs@cafod.org.uk with subject line clear markes as **MEAL Intern**.
- Hard copy application form can be downloaded from South Sudan NGO Forum website or applicants can collect them at our Security reception, at Plot 19, Block XIII Hai Malakal, near Save the Children office. Completed application form can be delievered to our office in sealed evelop with subject line clearly marked as **MEAL Intern** (, addressed to HR- Department, at CAFOD South Sudan.

Please use only one of the above options to submit your application form.

Closing date: 26th April 2022, at 4:00pm.

Please note, application received will be reviewed on rolling basis and this position might be filled before the deadline.

Come and join us and help make a real difference in the lives of the world's poorest communities

CAFOD is an equal opportunity employer. Recruitment and selection procedures reflect our commitment to Safeguarding for Children and Vulnerable Adults .

CAFOD recognises the personal dignity and rights of children and vulnerable adults, towards whom it has a special responsibility and a duty of care and respect.

Any candidate offered a job with CAFOD will be expected to adhere to CAFOD's Safeguarding policy and sign CAFOD's Code of Behaviour as an appendix to their contract of employment and agree to conduct themselves in accordance with the provisions of these documents.

All offers of employment will be subject to satisfactory references, and appropriate screening checks can include criminal records and terrorism finance checks. CAFOD also participates in the [Inter Agency Misconduct Disclosure Scheme](#). In line with this Scheme, we will request information from job applicants' previous employers about any findings of sexual exploitation, sexual abuse and/or sexual harassment during employment, or incidents under

investigation when the applicant left employment. By submitting an application, the job applicant confirms his/her understanding of these recruitment procedures.


