*Médicos del Mundo Spain (MdM) is an international humanitarian organization whose mission is to provide medical care for the most vulnerable populations, the world over, including Spain. It seeks to stimulate voluntary commitment from doctors, other health care providers, and from those whose expertise in other fields is needed for its activities, to enlist all competent support required for the achievement of its projects, and to seek at all times to encourage close working relationships with populations in its care.*

**For our program in South Sudan, to support our medical activities, we are looking for**

**1 M&E Manager, based in Bor, Jonglei State**

**To start in July 2019**

## *TYPOLOGY OF POST*

Monitoring and Evaluation profile skilled in medical data.

## *MAIN OBJECTIVES*

• Support all M&E initiatives for ongoing projects including monitoring data quality, tracking the progress of activities, and contributing to staff capacity building initiatives as necessary

• Support Project Coordinator in Bor County in creating a framework and procedures for the monitoring and evaluation of project activities.

## *RESPONSIBLE*

Under the responsibility of the Project Coordinator, he/she will be part of a multidisciplinary team.

Hierarchically accountable to the Project Coordinator and functionally to the Country Medical Coordinator

## *TASKS DESCRIPTION:*

1. System development.

- He/she assist the Team in proposing strategies to increase data use and demand amongst Projects staff

- He/she will work closely with the M&E responsible at County Health Department in Bor to update the date in the DHIS2

- He/she will assist the Project Coordinator and Country Medical Coordination in clarifying project information needs.

He/she will support projects staff on ways to properly document, organize and capture project progress

- He/she support Project Coordinator and Country Medical Coordination in reviewing the performance of existing management information systems to help identify potential modifications or resources.

2. Data Management and Analysis

- He/she will suggest ways to facilitate data collection and the flow of data within projects teams.

- He/she will identify strengths and weaknesses in existing data collection and management systems and propose solutions along with the Project Coordinator and Country Medical Coordination

- He/she will perform regular field visits to ensure the quality of data collected by Projects and to verify the accuracy of reported data.

- He/she will support the Project Coordinator and Country Medical Coordination to ensure that donor, partner and data queries are addressed in an accurate and timely manner.

- He/she will support and actively participate in projects evaluations

3. Communication and Reporting

- He/she will support coordination in reviewing donor reports to ensure high quality reports are submitted on time for this grant/program.

- He/she will review and analyse weekly reports to identify the causes of potential bottlenecks in project implementation and to enhance quality of reporting.

## *Minimum Level of Competency:*

- Information Management, Project Management or other relevant academic background, minimum experience required is 2 years in similar position.

- Knowledge of DHIS2

- Ability to design M&E tools, surveys, surveillance systems, and evaluations.

- Good organisational and communication skills.

- English is mandatory, other languages is an asset.

- Experience with INGOs is an asset.

- Teaching skills

## *Availability:*

Incorporation date: July 2019

Availability for 20 months

## *Salary:*

Medicos del Mundo’s salary scale

## *To apply:*

Send CV + cover letter (including job reference) + letter/diploma

* + By email: [hr.ss@medicosdelmundo.org](mailto:hr.ss@medicosdelmundo.org)
  + Reference: M&E Manager
  + Deadline for reception of applications: **19th July 2019**

*Please, notice that only the candidates who will be seen on interviews and test will be called.*