



Plan International
South Sudan
Hai Cinema
P.O. Box 182
Juba

Tel: +211 956 201 958
www.plan-international.org



PLAN INTERNATIONAL SOUTH SUDAN JOB ADVERTISEMENT

Plan International (PI), is an independent global child right organization – without religious, political or governmental affiliation that has been operating in South Sudan since 2006.

Plan recognizes that the geographical context and recent history have left the communities of South Sudan highly vulnerable to emergencies from political and inter-ethnic conflicts, influx of returnees, food insecurity, long dry spells and floods. Cognizant of the need Plan is implementing emergency and recovery response in six states of South Sudan, namely Central Equatorial, Eastern Equatorial, Western Equatorial, Lakes, Upper Nile and Jonglei. Program includes food assistance, agricultural rehabilitation, Food Security and Livelihood, Education in Emergencies and Child Protection in Emergencies. Plan International also works with both International and Local partners.

In order to enhance its response program, Plan South Sudan is seeking to recruit a qualified South Sudanese for the position of “*Monitoring, Evaluation, Reporting and Learning (MERL) Manager – Based in Juba*”.

No. of Vacancies (1)

Job Title:	Monitoring, Evaluation, Reporting and Learning (MERL) Manager
Tenure	12 Months (With Possibility of Extension)
Grade	E
Department	Programs
Reports to	Program Advisor (GFFO & BMZ Projects)
Location	Juba

Purpose of the Role:

The MERL Manager is responsible for technical leadership and guidance of monitoring, evaluation, reporting and learning in the context of project implementation. She/he will oversee and ensure that country-based information is fed into the overall project framework to allow results-based monitoring, and will establish and maintain a coherent monitoring approach across both countries – together with the field-based MERL specialists and assistants. The MERL Manager will also be responsible for overall knowledge management and documentation of best practices and lessons learnt from the project. She/he will also strengthen the project’s country teams and will provide technical support to the MERL staff. She/he will co-ordinate closely with the Program Advisor, the CO Focal Points and the MERL staff in the in the country offices and PIAs. The MERL Manager will be based at the Plan International Country Office in Juba.

Key Accountabilities:

- Support country teams to adapt the project M&E system to their context and to set up and implement
- Train and support country teams and consultants to consistently apply the existing standard project tools for monitoring project indicators

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- Maintain effective information database on the project for beneficiaries and participants, providing resource and necessary support for program inputs and outputs
- Train staff of country teams on MERL systems, tools and strategies, including feedback and complaints activities and learning strategies
- Perform regular visits to project implementation areas to support country teams in MERL activities
- Support country teams to interview and select external consultants to conduct project baseline, mid-term review and end-line assessment (final evaluation)
- Support country teams to implement the mid-term review of the project as per the existing ToRs and consolidate findings and report
- Develop guidance for project baseline and end-line assessment (final evaluation) and support country teams to adapt to their context and to prepare and implement
- Analyse and feedback on country level baseline, mid-term review and end-line assessment reports
- Support PA to consolidate results of country level outcome monitoring, mid-term review and end-line assessment reports into global report and logical framework with final achievement of indicators against targets
- Ensure quality control of data and information collected, through the ongoing review of country level data collection processes and MERL systems
- Analyse and feedback on quarterly and annual country level reports
- Support PA to consolidate quarterly and annual country level reports into global report and logical framework with progress of indicators against targets
- Organize and ensure all data collection for the capitalization of lessons learned and good practices identified in the context of the project implementation
- Develop guidance and support country teams to organize lessons learnt and knowledge sharing workshops and learning exchanges for effective project performance improvement
- Perform any other tasks assigned by the Program Advisor

Safeguarding Commitments:

- Commit and contribute to an environment where children and adult program participants feel respected, supported, safe and protected;
- Never act or behave in a manner that results in violence including SHEA against a child, young person or adult or places them at risk of such violence;
- Be aware of and adhere to the provisions of the Safeguarding Policy, PSHEA Policy and COC of Plan International;
- Report and respond to safeguarding and SHEA concerns and breaches in line with the applicable procedures of Plan International;
- Maintain confidentiality of safeguarding and PSHEA concerns reported;
- Never participate in or support child marriages.

Dealing with Problems/Risks

Monitoring, Evaluation, Reporting and Learning (MERL) are crucial components for ensuring high quality outcomes and impact in rights based programming.



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- The job requires contribution to the decision-making of the Project Coordination Unit on the basis of assumption and experience. Decisions need to be context specific and there will often be no precedents to draw upon.
- The MERL staff of both Country Teams may need technical support regarding (1) results based management, (2) participatory tools for planning monitoring and evaluation exercises with children, (3) quantitative and qualitative data management (4) development and implementation of policies and procedures for data sharing, dissemination and feedback to relevant right holders and duty bearers, (5) the organisation of MERL activities with and for children (in particular girls and boys with special needs), (6) the conduct of gender sensitive MERL activities, (7) and the implementation of the learning through all their activities.
- He/She should work under pressure and accept travels and stays in areas often austere.

Communications and Working Relationships:

Internal:

- Program Technical Advisor
- Finance and Compliance Manager
- Country MERL Specialist
- Director of Program Operations
- Director of Program Development and Advocacy
- MERL Teams in different PIAs
- Grants Management Specialist
- Thematic Specialists (CPiE, SRHR, SOYEE, Gender & Safeguarding)

External:

- International/national and state institutions, agencies, NGOs, clusters and donors

Knowledge, Skills, and Experience Required to Achieve Role's Objectives:

Knowledge

Successful candidates will possess;

- Degree in Social Sciences, Statistics, Economics or other related sectors
- Five (5) years minimum experience in monitoring, evaluation, reporting and learning in humanitarian programs and projects
- Experience working in complex, multi-country and/ or multi-agency programs or projects
- Solid experience in setting up M&E systems and processes for large projects
- Experience in managing base-line, mid-term and end-line evaluations
- Experience in conducting needs assessments
- Experience in Child Protection program MERL
- Knowledge of ethical principles and safeguarding standards for involving children in MERL activities
- Practical and relevant experience in interventions in emergency contexts;
- A knowledge of the intervention countries would be an asset;
- Good knowledge and understanding of humanitarian principles and established international child protection and safeguarding standards; SPHERE standards and the Red Cross/ NGO Code of Conduct.



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Skills

- Fluency in English is essential
- Skills in participatory assessment, particularly with children
- Strong planning and organizational skills
- Skills in managing qualitative and quantitative data collections
- Skills for data base management (design, entry, analysis)
- Strong analytical skills
- Ability to deliver under tight deadlines
- Demonstrated facilitation and active listening skills
- Good presentation skills
- Solid writing skills (report writing, concept paper writing etc.)
- Requires general finance, administration, information management and telecommunication skills and proficiency in information technology/ computer skills (Word, Excel, PowerPoint, SPSS and other statistical analysis software, data base software)
- People Skills: Ability to work independently and as a team player who demonstrates leadership and is able to support and train local staff and also able to work with communities in a sensitive and participatory manner
- Communication Skills: Well developed written and oral communication skills. Able to communicate clearly and sensitively with internal and external stakeholders as a representative of Plan. This includes effective negotiation and representation skills
- Commitment to and skills in capacity building – together with the ability to assess and coach others with formal and non-formal methods



PLAN INTERNATIONAL'S VALUES IN PRACTICE

We are open and accountable

- Promotes a culture of openness and transparency, including with sponsors and donors.
- Holds self and others accountable to achieve the highest standards of integrity.
- Consistent and fair in the treatment of people.
- Open about mistakes and keen to learn from them.
- Accountable for ensuring we are a safe organization for all children, girls & young people

We strive for lasting impact

- Articulates a clear purpose for staff and sets high expectations.
- Creates a climate of continuous improvement, open to challenge and new ideas.
- Focuses resources to drive change and maximize long-term impact, responsive to changed priorities or crises.
- Evidence-based and evaluates effectiveness.

We work well together

- Seeks constructive outcomes, listens to others, willing to compromise when appropriate.
- Builds constructive relationships across Plan International to support our shared goals.
- Develops trusting and 'win-win' relationships with funders, partners and communities.
- Engages and works well with others outside the organization to build a better world for girls and all children.

We are inclusive and empowering

- We empower our staff to give their best and develop their potential



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- We respect all people, appreciate differences and challenge equality in our programs and our workplace
- We support children, girls and young people to increase their confidence and to change their own lives

Physical Environment

- This post is based in Juba, which at present is a normal operational environment. However, the post-holder must be supporting the GFFO and BMZ projects for both South Sudan and Ethiopia. The time allocation will be divided among both countries and projects. The MERL Manager will go on frequent field visits (around 30% of his/her time) in the context of the implementation of MERL activities. He/She must be will to operate in difficult terrain.

Level of Contact with Children:

- Low level of Contact with Children:

Inclusion and Diversity.

Plan International is an equal opportunity employer within the meaning of the relevant UN convention, Equality, diversity and inclusion is at the very heart of everything that Plan International stands for. Qualified Women and people with special needs are strongly encouraged to apply.

Employment of Relatives:

Plan International South Sudan is an equal opportunity employer. however, it discourages employment of relatives of staff members because of the conflict of interest associated with it. While trying to avoid such cases, applicants are required to declare in writing if they have any relatives working with Plan International South Sudan.

Application Submission Details:

All applications marked on the right hand corner of the envelope “Application for the Position of “MONITORING, EVALUATION, REPORTING AND LEARNING (MERL) MANAGER-JUBA” should be addressed to:

The HR & OD Business Partner
Plan International South Sudan
Juba, Hai Jerusalem.



Applications should be submitted in hard copies to Plan International Office in Juba.

OR You can send your application via email to hr.ss@plan-international.org

The closing date for receipt of applications is before close of business on Wednesday, 16th November 2022.

Note: Applications submitted are non-returnable.

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