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Approved
by
Senior Manager
Dr. M...



Hilfe zur Selbsthilfe



VACANCY NOTICE

MEAL (Monitoring, Evaluation, Accountability, and Learning) Consultant

POSITION TITLE: Monitoring, Evaluation, Accountability & Learning (MEAL) Consultant.

COUNTRY PROGRAM: South Sudan

Duty Station: Juba

REPORTS TO: Country Director

Deadline for Applications: 5th January-2021

Proposed Starting Date: 15th January 2022. **12-Months.**

COUNTRY PROGRAM MISSION:

The overall objective of **Help-Hilfe zur Selbsthilfe** (herein referred to as Help) - Germany, in South Sudan program is to assist the most-needy South Sudanese to respond and alleviate the WASH and Nutrition gaps in the communities. To achieve this objective, Help - Germany implements a multi-sectoral program that includes Food Security & Livelihood, Nutrition, WASH as key activities. Help -Germany currently works closely with the County WASH Departments in large scale county wide WASH and nutrition programming. Help's programming is expanding its outreach mechanisms and introducing new initiatives through running activities in both Lakes and Jonglei States.

POSITION SUMMARY:

The main purpose of the MEAL Consultant is to provide technical guidance and input for achieving the desired outputs and outcomes of Helps program activities focusing on humanitarian assistance in the WASH, Nutrition and Food Security & Livelihood sectors as well as successful and quality-based implementation. Existing MEAL and program materials will serve as a base for the consultant to prepare and organize key components and will inform the preliminary analysis to determine the overall approach and methodology for scaling up and strengthening MEAL tools and procedures for the program. The Consultant will work closely with all related technical focal points from WASH, Nutrition and Food Security & Livelihood teams, who will support her/him in collecting the data and compiling/setting questionnaires to monitor the programs progress on a regular basis.

PRINCIPAL RESPONSIBILITIES:

The consultancy is structured around Five key activities necessary for the program and to strengthen MEAL policy and its procedures across the South Sudan program.

Baseline Analysis and WASH/Nut. and FSL Needs Assessment Reports.

Support designing and implementation of the baseline assessments to determine baseline values for projects indicators.

Analyze baseline findings and support development of the baseline reports in addition to the identification of prevalent needs in the WASH, Nut. and Food Security & Livelihood sectors.

Preparation, planning and design of a MEAL Methodology for the Projects.

Conduct desk revision of internal documents; such as the technical program design and support documents, indicator tracking table and reporting requirements, Monitoring & Evaluation Plan, existing manuals, SOPs, tracking instruments.

Assess existing data collection tools and information systems and recommend amendments if need be.

Prepare recommendations of a new/revised methodology designed to ensure a clearly defined MEAL process and strengthened capacity.

Design trainings on MEAL methodology for program staff and develop corresponding materials



Refine & Document MEAL Methodology

Validate and integrate the new MEAL methodology into overall strategy as well as application of the methodology into the program.

Develop MEAL tools and internal protocols.

Draft MEAL strategy to promote and improve accountability and learning points.

Implement MEAL Methodology

Oversee integration and implementation of MEAL methodology.

Provide supportive supervision to MEAL department and other staff in uptake and application of MEAL methodology.

Finalize documents, tools and protocols

Assess MEAL implementation and adjust methodology based on findings.

Document recommendations for further improvement at conclusion of the consultancy.



Trainings

Refresh trainings on data collection and analysis methodologies

ESSENTIAL QUALIFICATIONS:

Minimum 3-5 years of experience in planning, developing, implementing, and managing MEAL activities of either WASH or Nutrition/FSL sectors for an international organization

Experience in research methods, both quantitative and qualitative data collection and research analysis methods with a gender and protection approach for health programming

Knowledge of and ability to apply different evaluation approaches and methodologies

Experience in WASH data collection methods and integration to Nutrition/FSL and/ or other program areas as WASH etc.

Knowledge and experience to mainstream gender and protection in MEAL processes

Understanding of Accountability to Affected Populations concepts to be incorporated within the MEAL department

Good teamwork and ability to work under pressure

Ability to plan and organize tasks in accordance with the Work Plan and established procedures

Ability to manage resources and prepare technical reports

Good communication skills and understanding of multi-disciplinary / multi-cultural teams

Ability to work remotely and to work effectively both independently and in conjunction with diversified team.

Ability to multi-task, meet tight deadlines, and employ creative problem-solving

High standards of integrity, professionalism, ethics, and respect for different cultures and diversity.

Fluency in English, both verbally and written

PREFERRED QUALIFICATIONS:

Bachelor's Degree in any relevant field

Minimum three years of experience in monitoring and evaluation and accountability in WASH and either Nutrition or Food Security, Livelihood projects.

Demonstrate ability to develop log-frames, M&E plans and tools

Experience in research, data collection, report writing and analysis

Excellent experience in MS Office and knowledge of advanced research methods and statistical analysis

Experience as a trainer, preferably on MEAL

Proficiency with one or more health data management and data analysis software platforms

At least 3-years of practical field-based experience in MEAL, preferably in either WASH or Nutrition and Food Security/Livelihood sectors.

Experience with Data Quality Analysis and adaptation to humanitarian settings.

Familiarity with strategic planning and data quality assurance processes.



Experience supporting organization-wide measurement systems.

Knowledge and integration of the international humanitarian principles, as defined by the Sphere Standards, the IASC, and the Core Humanitarian Standard on Quality and Accountability.

PHYSICAL DEMANDS AND WORK ENVIRONMENT:

The physical demands and work environment characteristics indicated below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable adjustments may be made to enable individuals with disabilities to perform the essential functions.

Physical demands:

While performing the duties of this job, the employee must be mobile in an office environment and able to use standard office equipment.

Must be able to communicate in verbal and written form and must be able to travel nationally to various field locations as needed.

As Help Consultant, the incumbent may be required to travel or work in field bases in Counties where working conditions are classified as “basic.”

Work environment:

Standard office environment with exposure to a minimal noise level.

Field travels may be in resource-deprived environments with austere living conditions.

You may be required to travel or work in States and Counties where working conditions are classified as “basic.”

70% based in the capital Juba. The working environment will be a combination of both remote locations and office-based work. There will be times when the Consultant is required to spend his/her time for lengthy periods to undertake duties which are broadly in line with the above responsibilities including trainings and capacity building of both program and support teams.

Only candidates who have met the required experience & qualifications for this position will be considered and contacted. **No phone call Inquiries.**

HOW TO APPLY

Please send your updated CV and a cover letter in English, detailing how you meet the responsibilities and requirements to recruitment-ssd1@help-ev.de, with “MEAL Consultant” as the subject line. CV-only applications will not be considered. Submitting a Cover Letter accompanying the CV is standard form of application. Qualified Female applicants are encouraged to apply.

Please note that Help does not cover any relocation costs for this position

