



Women Agency for Resilience and Transformation

Hai-Munuki Residential Area, Plot No 5, BK A, Off Bilpam road Behind Nile Petroleum, Juba-South Sudan Tel:
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e: info.wartssd@gmail.com w: <https://wart-ssd.org>

VACANCY ANNOUNCEMENT



WART/VACANCY NUMBER JUBA/2024/01-M&EO

POSITION TITLE: Monitoring and Evaluation Officer (1 POST)

DUTY STATION: JUBA

REPORTING TO: Head of Programs

Duration: 6 Months

STATUS: FULL TIME

COUNTRY PROGRAMME OVERVIEW

Women Agency for Resilience and Transformation (WART) is a women-led NNGO non-political, non-profit organization established in **2017** to serve the needs of vulnerable women and girls in South Sudan.

WART is dedicated to building women's resilience to shocks and stressors that impact livelihoods, nutrition, health, and development through empowering and building the capacity of women in South Sudan.

WART is fully registered with the Relief and Rehabilitation Commission (RRC) under certificate No. **4174** per the 2016 NGO Act of South Sudan.

WART implements humanitarian assistance projects in GBV, Health, Nutrition, Food security and livelihood, Education, and WASH in various parts of the country in South Sudan.

WART is currently seeking qualified candidates for the position of **M & E Officer**.

PURPOSE OF THE POSITION

The Monitoring and evaluation (M & E) Officer will provide strategic support and guidance to CIDO South Sudan's Response strategies and programs/projects in all M&E processes through the leadership of M&E assignments, to set common M&E processes, principles, standards, and tools to ensure quality programming, and to conduct formal and informal M&E training and coaching at the organizational and community level

Approved by
Rose Abuk
Executive Director
[Signature] 18/01/2024





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KEY RESPONSIBILITIES

The M&E Officer will perform the following duties and report to the Head of Programs based in the Juba Office.

- a. Develop and implement a robust monitoring and evaluation system that will ensure tracking of project/program results at different levels (outputs, outcomes, and impact).
- b. Develop/ adopt an integrated database of all State/ County projects/programs and ensure accountability through regular data updates, data integrity, and working in collaboration with the data processors.
- c. Work with program officers and managers to ensure the collection of relevant and appropriate data needed for an effective MEAL system which will be utilized in monitoring strengths, weaknesses, and gaps in existing projects/ programs and services and for reporting on donor commitments.
- d. Incorporate field and technical team feedback to ensure the continuous improvement of data management systems within CIDO South Sudan.
- e. Timely update and share data on the 5/4W matrix to the cluster management system

Monitoring and Reporting

- f. Develop M&E plans for all projects and proposals and ensure the same is followed up during implementation;
- g. Ensure all grants have updated work plans and performance management plans (PMPs) in tandem with all approved proposals, regularly reviewing and updating as needed
- h. Carry out data quality assessments/ audits regularly for MEAL data based on agreed indicators to guide decision-making
- i. Provide alerts to the respective program officers/ managers, HoP, and ED on corrective actions required to avoid delays in implementation, including flagging operational issues and risks requiring timely actions.
- j. Review monthly progress reports from partners and ensure they have evidence to back- up and provide feedback to the respective staff
- k. Collate/ prepare regional reports related to internal reporting such as the quarterly and annual reports





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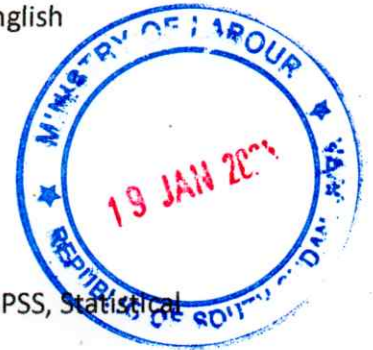
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- l. Ensure that cross-cutting issues such as participation, gender, age, and disability are effectively addressed/ mainstreamed in all project implementations as part of ensuring accountability framework.
- m. Perform any other duties as assigned by the supervisor.

KNOWLEDGE, SKILLS, ABILITIES AND EXPERIENCE REQUIRED

- a) Bachelor's degree in a field related to community development work preferably in fields such as sociology, international or political studies, humanitarian law, public health, population studies and others.
- b) Excellent written English, with good command of spoken Arabic and English
- c) Critical thinking and analytical skills
- d) Research skills
- e) Interpersonal and communication
- f) Training, coaching and facilitation skills
- g) Ability to work effectively with teams and communities
- h) Ability to work effectively under pressure
- i) Computer literate with a high degree of proficiency and productivity. SPSS, Statistical Software's
- j) Minimum 2 years' experience in NGO with a focus on DME processes
- k) Natives/Local's applicants are highly encouraged and preferred
- l) Advanced time Management and analytical skills



HOW TO APPLY

Qualified and interested candidates should send an application letter, CV with at least three referees, and copies of academic documents to recruitment.wart@gmail.com no later than 16th Feb 2024 at 5.00 pm local time.

The Staff will work under the terms and conditions for this job as discussed and agreed with the selected candidate.

NB: WART retains copies of application papers at the end of the recruitment process and therefore only copies of your academic documents and other testimonials should be submitted. Due to the urgency of the position, applications will be reviewed regularly and the position may be filled before the end of the expiry date of the advert.

Only shortlisted candidates will be contacted

