

**World Vision**

*Our Vision for every Child, Life in all its Fullness; Our Prayer for every heart, the will to make it so*  
**Building Brighter Futures for Vulnerable Children**

## **JOB OPPORTUNITY AT WORLD VISION INTERNATIONAL - SOUTH SUDAN**

World Vision is a Christian Relief, Development and Advocacy Organization dedicated to working with Children, Families and Communities to overcome poverty and injustice. World Vision serves all people, regardless of religion, race, ethnicity or gender. All employment in World Vision is conditioned upon successful completion of all applicable background checks, including criminal record checks where possible. World Vision South Sudan is now seeking for a qualified and dynamic Individuals (**Man or Woman**) who are willing to share in our vision and promise to Children, to join us in the role below:

**Job Title:** Monitoring & Evaluation Officer  
**Reporting to:** Quality Assurance Coordinator  
**Location:** Juba  
**Availability:** As soon as possible

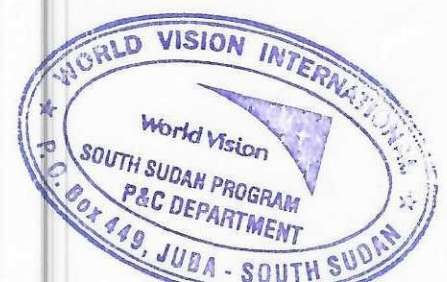
### **Purpose of the position:**

The M&E Officer will provide day to day monitoring and follow-up in the implementation of World Vision's Greater Resilience through Enhanced Agriculture and Nutrition (GREAN) in Warrap State, South Sudan. This position will provide technical support in planning, support and management of the project so that activities and outputs remain on track and the project contributes to its goal of resilient farming families in food security as a result of improved agriculture, natural resource management, economic opportunity and nutritional priority in Warrap and Central Equatoria States.

### **Major Roles and Responsibilities:**

#### **Monitoring and Evaluation (Quality Implementation)**

- Take lead in design (Revision) and implementation of monitoring and evaluation systems and tools for EU grant
- Undertake monitoring and evaluation activities including the context analysis, impact evaluation, qualitative and quantitative analysis of project activities, output impact and outcomes
- Take a lead in conducting baseline assessments, annual project reviews, and the mid-term and end of program evaluations
- Set up a joint and agreed upon information system with relevant line ministries (Agriculture and Forestry, SSRRC etc) and develop its community-based component
- Closely work with Food Security Officers, Business Development and Nutrition Manager and Trainer to ensure that activities are being implemented as per the proposed action plan and advise the project manager on any deviation or concern
- Develop specific action plans to incorporate the learning's from the assessment and reports to strengthen future implementation





- Track the performance of the project activities and outputs against expected results and advise the project manager for adjusting implementation processes to ensure the project is progressing towards the intended outcomes
- Analyze the impact of project and promote learning by documentation of best-practices. Advise the project manager to use this information to support decision-making processes

### **Capacity building**

- Train local partners, community representatives, various Volunteers committees, and staff members in use of community-based data and tools
- Build the capacity of project staff in using M&E tools and data management (beneficiary data, reporting and activity tracking tables)
- Assist and support project officers in implementation such as community training and organizing community meetings
- Lead in organizing review meetings for project staff and facilitate the meetings.  
Record and disseminate minutes of the review meeting and document the learnings

### **Reporting:**

- Compile quality narrative weekly, monthly, quarterly and annual project progress reports are compiled and submitted on timely basis.
- Work closely with Zonal quality Assurance Officer in ensuring that all reports meet donor requirements.
- Periodically Update M&E tools for the project (Log frame, M&E plan, ITT, DIP and activity tracking tables)
- Closely work with project officers, field assistants and other staff to ensure that whatever reported and actually conducted is accurately in agreement and no deviance.
- Document all processes and outputs of capacity building and other key project activities  
Facilitate and ensure timely dissemination and feedback of available data to appropriate users

### **Knowledge Management**

- Participate in capturing and sharing knowledge, experience, lessons learned and best practices from DME processes with other relevant staff and community members
- Ensure systematic documentation of lessons learnt from the M&E processes, inform the management team of promising practices and challenges and monitor application of recommendations.
- Assist the DME team to capture and share programmatic documents by uploading them on the suggested Knowledge Management Systems.
- Liaise with the DME personnel in other parts of the partnership to collaborate and exchange lessons learned.
- Ensure that all DME processes within WV zonal programmes/projects are compliant to the relevant DME standards and frameworks.
- Be aware of and support implementation of new WVI programmatic initiatives.
- Ensure data is gathered for an effective knowledge management within WV Lebanon.
- Ensure effective coordination of LEAP 3.0 and Horizon 3.0 implementation.
- Assist programme project managers in the programme project design process, including needs assessments, establishment of goals and objectives, setting of indicators, development of implementation plans, M&E plans, evaluation and reporting.
- Participate in planning for compilation, and writing of the operational plans, annual report and other periodical program documentation.

### **Qualifications: Education/Knowledge/Technical Skills and Experience**

- Bachelor's Degree in Statistics, Quantitative Economic, or Social Science with field experience or on – the-job training.
- A minimum of 2-3 years' experience in Monitoring and Evaluation. Experience working as M&E for a **Food Security & Livelihoods project will be an added advantage,**



- Relevant experience in design and implementation of M&E systems; including qualitative and quantitative approaches to assessment and monitoring.
- Good contextual knowledge of local issues, community priorities and social and cultural constraints and realities.
- Excellent knowledge about research philosophies, principles, statistical definitions, scientific tool and techniques.
- Ability to design and execute a facilitation process with appropriate and relevant facilitation tools
- Evidence of understanding, and commitment to WV's Ministry Framework, the vision, mission, core values and guiding principles.
- A thorough knowledge & understanding of LEAP standards and related DME Processes.
- Ability to recognize, capture and manage DME resources and learning effectively.
- Ability to understand, explain & contextualize complex DME tools.
- Expert data handling skills (classification, categorizing, tabulation etc.) and demonstrates diligence in data management.
- Expert knowledge of information presentation techniques (graphing, charting, tabling etc.) and interpreting them.

**World Vision South Sudan is willing to pay a competitive salary and benefits to the right candidate.**

#### **HOW TO APPLY**

Interested candidates (**South Sudanese Nationals**) who meet the above criteria should submit their application, cover letter and an updated CV with at least three referees with their telephone and email contacts. Address your application to: **The Human Resource Manager, World Vision South Sudan**

**Qualified female candidates are equally encouraged to apply**

**Indicate the position you're applying for in the subject line.**

Applications should be submitted to this email [recruitsdno@wvi.org](mailto:recruitsdno@wvi.org) or drop hard copy application to Juba Office and any other World Vision offices.

**Closing date for receiving applications is: 21<sup>th</sup> June 2021.**

Please note that only shortlisted candidates shall be contacted and documents once submitted will not be returned to the candidates.

