

Approved



# World Vision

## SOUTH SUDAN

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***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 condition upon successful completion of all applicable background checks, including criminal record checks where possible.

World Vision International - 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:** Project Manager  
**Location:** Juba  
**Availability:** As soon as possible

#### Purpose of the position:

World Vision International - South Sudan is a member of the World Vision International Partnership, which is a child focused Christian humanitarian organization. It aims to improve the well-being of the poor especially children through sustainable development and advocacy.

The M&E Officer will be responsible for developing and implementing the WV monitoring and evaluation framework under the Juba Home Grown School Feeding and nutrition project (Food & Cash Assistance) or any other assigned duties focusing on its income-generating, nutrition, health components and other allied project interventions. He/she will work with the Project Team to ensure that the planned project goals and objectives are met by facilitating effective planning and monitoring processes, data collection, analysis, reporting, and creating a robust feedback mechanism to inform project implementation.



## ROLES AND RESPONSIBILITIES:

### Planning, Data Collection and Management

- Design/plan and implement data collection methodologies and tools to gather relevant information from Education, Food security & Livelihood, Protection and gender, health and nutrition sectors
- Generate the project MEAL package (Logframe, M&E plan, ITT and DIP)
- Contribute to the creation or adaptation of data collection tools for an effective M&E system measuring the impact of activities, and directly support teams to implement them.
- Maintain databases and other data storage systems, ensuring data integrity and security – will include Project Key Performance Indicators (KPI).
- Work with the project Team and make sure all project documents are uploaded to the server and ensure proper filling systems
- Maintain data accuracy and make sure that project databases are kept up to date and ensure there is proper tracking project activities in alignment with project strategic objectives.

### Monitoring and reporting

- Work with the Project Manager in collaboration with the School Feeding and Nutrition project staff and make sure that all required reports (weekly, monthly, onsite monitoring reports, PDMs, quarterly and annual reports) are timely compiled and submitted while observing quality.
- Update the project Indicator Tracking Table (ITT) monthly and submit quarterly alongside quarterly reports
- Compile and review weekly, monthly, quarterly reports and submit to the Project Manager/Designated Supervisor after ensuring the reports have met World Vision internal and donor reporting standard.
- Work with PM and project teams to track project implementation against Detail Implementation Plan (DIP)
- Support the creation and maintenance of M&E framework for the project
- Conduct capacity building/sensitization to both project staff and external stakeholders such as School PTA, School Management Committees, Mother to Mother support Groups, Nutrition community Volunteers etc on M&E activities to ensure smooth implementation
- Report to Project Manager/designated Supervisor on any anticipated project issues, risks/threats and any emerging opportunities
- Analyse quantitative and qualitative data to identify trends, challenges, and opportunities in community resilience and local governance.
- Prepare regular progress reports that outline key findings, challenges, and recommendations based on data analysis.



- Prepare and present data insights at meetings, workshops, and community engagement activities to inform decision-making and policy development.
- Uploading data to the World Vision Relief Porter, SMAP-based KPI database on a monthly basis

### **Documentation and learning**

- In collaboration with the communication department, document and share good quality success stories and relevant learnings from the project
- Strengthen knowledge transfer and dissemination of good practices and lessons learned to teams.
- Support teams in extracting critical lessons learned, documenting good practices, as well as identifying and highlighting achievements of objectives and outcomes.
- Propose ways to disseminate M&E learnings internally and externally.
- Maintain strong external accountability to donors through the implementation of timely and high-quality M&E activities, leading to accurate reporting.
- Making sure that M&E system is implemented as planned and adapted as needed following lessons learned or changes in context
- Engage with community members to understand their perspectives and incorporate their feedback into data collection and analysis processes
- Strengthen Accountability to Affected Population (collecting, managing and providing feedback)
- Participates in the monthly DMEAL meeting sessions, and supports the documentation of the meeting minutes

### **Assessment, evaluation and accountability to affected populations**

- Work with the project Team/stakeholders and make sure that M&E system is implemented as planned and adapted as needed following lessons learned or changes in the project
- In coordination with Project Manager, assess the needs and capacity of different working groups to deliver on M&E objectives project level, and build their capacity to deliver, through coaching and mentoring on methodologies, tools and procedures.
- Monitor proper completion and safe return of all tally documents and beneficiary lists to the head office for safe storage.
- Work closely with teams to ensure that M&E becomes an integral element of planning and implementation, leading to improved quality, accountability, management and impact.
- Provide technical and methodological support to Program teams for the implementation of M&E activities (surveys, data collection and management, interpretation of data etc.), and data analyses to identify areas of progress and improvement.
- Conduct field visits to ensure data validation and consistency across structures



**Qualifications/Education/Knowledge/Technical Skills and Experience.**

The following may be acquired through a combination of formal or self-education, prior experience or on-the-job training:

**Minimum Qualification required:**

- At least, 5 years of proven experience in data management, analysis, and reporting, preferably in development projects or community-based initiatives.
- Strong skills in statistical software (e.g., SPSS, KOBO, ODK and SMAP) and data visualization tools (e.g. Power BI etc).
- Familiarity with participatory research methods and community engagement strategies.
- Excellent communication skills, both written and verbal, with the ability to present complex data in an understandable manner.
- Strong organizational skills and attention to detail, with the ability to manage multiple tasks and meet deadlines.
- Commitment to ethical data practices and community empowerment.
- Bachelor's degree/Post graduate certificate in data science, Statistics, Monitoring and Evaluation, Project planning and management or other Social Sciences field of studies relevant to the roles of the position.
- Very good command of English language, both oral and written, including report-writing skills.

**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 as per the instructions below:

Interested applicants should apply through the link:

Advert Duration	4 <sup>th</sup> May 2026 – 19 <sup>th</sup> May 2026
Apply using this E-mail:	<a href="https://worldvision.wd1.myworkdayjobs.com/WorldVisionInternational/job/Juba-South-Sudan/Monitoring-and-Evaluation-Officer_JR49860">https://worldvision.wd1.myworkdayjobs.com/WorldVisionInternational/job/Juba-South-Sudan/Monitoring-and-Evaluation-Officer_JR49860</a>

The online open vacancy will automatically close on the date and time indicated. Any attempt to apply after the deadline won't go through.

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

World Vision is a child-focused organization that is committed to safeguarding all children as well as adult project participants and has zero tolerance for incidents of violence or abuse against children or adults,



including sexual exploitation or abuse, committed either by employees or others affiliated with our work. Therefore, World Vision does not hire staff whose background is not suitable for working with children or vulnerable adults, even if their role does not interact directly with them.

**Disclaimer:** World Vision in South Sudan is a reputable organization that values transparency and fairness in its recruitment process and does not solicit any money for any job application. We encourage all job seekers to be cautious of any job ads that require payment or personal information upfront. If you have any questions or concerns about our job ads or recruitment process, please do not hesitate to contact us directly.

