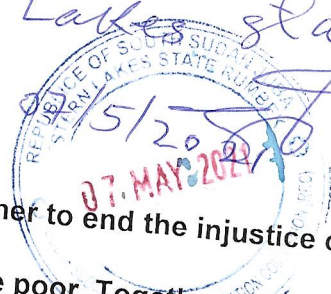


## External Advert



Approved by  
RRC chief Admin  
Lakes state Rumbek



Oxfam is a global movement of people working together to end the injustice of poverty.

That means we tackle the inequality that keeps people poor. Together we save, protect and rebuild lives. When disaster strikes, we help people build better lives for themselves, and for others. We take on issues like saving lives, governance and peace building, education, land rights and discrimination against women. And we won't stop until every person on the planet can enjoy life free from poverty.

We are an international confederation of 19 organizations (affiliates) working together with partners and local communities in the areas of humanitarian, development and campaigning, in more than 90 countries.

All our work is led by three core values: Empowerment, Accountability, Inclusiveness. To read more about our values please click [here](#)

## The Role

Oxfam has been working in South Sudan since 1983. Our Programmatic Strategy concentrates on saving lives, Resilient Livelihoods, Advancing Gender Justice and Good Governance and Active Citizenship through a full spectrum platform that includes humanitarian response, recovery and resilience, long term development and policy and advocacy. Oxfam currently operates via seven area field offices in South Sudan. (It also works in partnership with several national organisations and community groups.

**Position:** MEAL Officer  
**Location:** Rumbek  
**Grade & Level:** D1 National  
**Contract Type:** Fixed Term  
**Number of post:** 1  
**Duration of Contract:**

## KEY RESPONSIBILITIES:

### 1. Operationalising Monitoring and Evaluation

- Support project operationalisation of the MEAL Framework and MEAL Plan.
- Strengthen Project Team understanding of MEAL systems and processes to assure achievement and progress towards project objectives and outcomes.
- Ensure that Project is implemented in accordance with Oxfam program standards, and Oxfam's Programming tools and approaches.

II Approved



- Ensure that project data collection and management methodologies used at field level are standardised, enabling the specific vulnerabilities of different target groups to be captured and analysed.
- Support programme team in partner reviews processes and reporting
- Support programme around designing and development of processes and initiatives to support strategic planning, project development, evaluation and learning as required

## 2. Capacity Building and learning

- Offer ongoing support to Project Team and partners in understanding Oxfam MEAL Standards and practices
- Take lead in facilitating development of partners capacity building and risk management plans
- Work with Project Team and Media and Communications Office to identify areas of learning and ensure learning systems are in place.

## 3. Social Accountability

- Ensure that all project staff at all levels fully understand and promote accountability in general and to children in particular, through training and coaching and enhancing adherence to the HAP (put in full) standard.
- Ensure a proper complaints mechanism is in place and that all project stakeholders are sensitised on how to use the complaints mechanism
- Ensure that there is no any form of exploitation and discrimination (based on any grounds) of project beneficiaries always during the lifespan of the project.
- Develop and report against accountability and participation-related indicators and issues
- Facilitating information sharing with key stakeholders, including partners and beneficiaries, and promote transparency throughout all stages of implementation.

## 4. Data Management

- Support, develop and maintain up to date MEAL framework, plans and Indicator tracking tables in line with Oxfam MEAL framework and plans.
- Support Project Team in the development of standard data collection tools and protocols at each level of project information flow/data flow chart.
- Support updating of data as guided by project and program indicators periodically

## Skills, Experience & Knowledge

### Essential

- A relevant academic qualification Diploma in M&E, Statistics, Economics, Education with Degree as added advantage.
- Experience at MEAL Officer with Oxfam or another international NGO



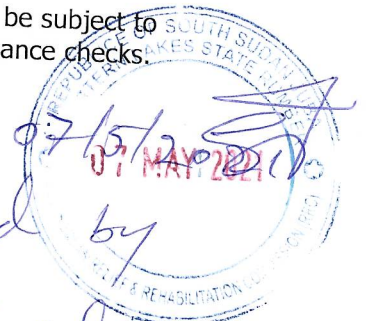


- A good understanding of MEAL standards in emergency and development work
  - Strong interpersonal skills and able to communicate, in English clearly both verbally and in writing and with all levels of staff (communications)
  - Experience of assessing the staff MEAL capacity and plan and deliver training
  - Systematic and organized in approach, with ability to work on own initiative.
  - Capacity to adapt a MEAL strategy based on the response programme
  - Gender and cultural sensitivity, commitment and an understanding of the values of Oxfam and the principles of equal opportunities.
  - High degree of flexibility to carry out other actions if the need arises.
- Deadline for submission of applications is 20 May 2021. Interested Applicants should send soft copies of their CVs and Cover letters to [Hrsouthsudan@oxfam.org.uk](mailto:Hrsouthsudan@oxfam.org.uk) or drop hard copies of their CVs to Oxfam Office in Rumbek.

NB: Female candidates are strongly encouraged to apply.

*Oxfam is committed to safeguarding and promoting the welfare of children, young people and adults and expects all staff and volunteers to share this commitment. Oxfam expects all staff and volunteers to share this commitment through our code of conduct. We will do everything possible to ensure that only those that are suitable to work within our values are recruited to work for us. This post is subject to a range of screening checks.*

**Note:** All offers of employment will be subject to satisfactory references and may be subject to appropriate screening checks, which can include criminal records and terrorism finance checks.



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