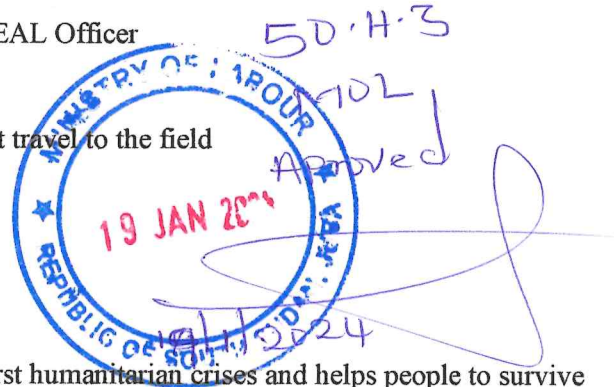




## Vacancy Announcement

**Job Title:** Roving Senior MEAL Officer  
**Band / Level / Grade:** 8A  
**Department:** ERD  
**Location:** Juba with frequent travel to the field  
**Overtime Eligible:** Exempt  
(per local law)



### Background.

The International Rescue Committee (IRC) responds to the world's worst humanitarian crises and helps people to survive and rebuild their lives. Founded in 1933 at the request of Albert Einstein, the IRC offers lifesaving care and life-changing assistance to refugees forced to flee from war or disaster. At work today in over 40 countries and 22 U.S. cities, we restore safety, dignity and hope to millions who are uprooted and struggling to endure. The IRC leads the way from harm to home. IRC has operated in South Sudan for over 30 years now delivering humanitarian relief, post-conflict assistance, and development programs in both refugees, internally displaced and host community settings. IRC operates in 11 field offices including in Juba with program portfolio covering health, nutrition, Environmental Health (EH), child protection, Economic Recovery and Development (ERD)/livelihoods, Women's Protection, and Empowerment (WPE), Education, and General Protection. IRC continues to provide life-saving assistance and humanitarian aid to vulnerable South Sudanese, trying to rebuild their lives and restore peace. The IRC's new strategy in South Sudan will prioritize improving health, safety, and economic well-being, targeting women, children, and other vulnerable.

### Job overview:

Reporting to and technically supported by the MEAL Coordinator, the Senior MEAL Officer works in close collaboration with program teams to optimize monitoring, evaluation, accountability and learning capacities and opportunities of the IRC mission in South Sudan to ensure high-quality programming for the clients we serve and support the global ambitions of IRC Strategy 100, and the Country Strategic Action Plan. The Senior MEAL Officer oversees, leads and implements MEAL activities of a multiple locations and projects within the Country MEAL team

### RESPONSIBILITIES:

#### Leadership and Partnership

- Support all technical aspects and actions of MEAL regarding the specific projects or geographical locations; respond to program needs; foster high standards and practices for quality data collection, analysis, and reports. Enable accountability to clients, partners, and donors.
- Implement and support MEAL system and approaches in your areas of expertise and foster learning.
- Represent IRC at technical meetings, forums, and other events & build partnerships within IRC and area of expertise.
- Champion access and use of data for shared learning, sound decision-making, and data-informed programmatic adaptations.

#### Technical Oversight

- Run the MEAL system and processes for assigned projects or geographical locations in harmony with the MEAL Country and Global Strategies throughout the project cycle which include:
  - Collaborate with MEAL and non-MEAL staff to ensure that data is collected, compiled, checked for its quality and completeness in compliance with IRC and donors' standards for data quality.
  - Document and share learning, evidence, and data from previous projects to inform project proposal design.
  - Implement MEAL plans, revise (digital) data collection tools, follow-up on processes for online data management, quality checks, and audits, and updating of data visualization.
  - Undertake regular analysis of monitoring data and work closely with program officers and managers to facilitate decision-making for real-time program adaptation.

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- Produce quality reports and updating dashboards with key findings that foster learning and decision-making and share in project cycle management meetings and team meetings;
- Identify, document, and share client feedback to improve services and results for our clients.
- Support deployment of surveys such as baseline and end line, and the commission of evaluations in coordination with colleagues and partners;
- Coordinate the collection of data including Pre/Post test, income tracking etc
- Support the use of standard mobile data technology and online dashboard to enhance timeliness and quality of data collection, analysis and visualization;
- Join and contribute to IRC's effort in meeting its internal and external accountability commitments through the implementation of sound accountability, client feedback, and response mechanisms.

#### **Human Resources**

- Coordinate, lead, mentor MEAL Officers and Assistants; foster timely and high-quality achievement, and an inclusive and respectful team climate;
- Promote the growth and development of others in IRC teams and partners: present high-quality technical training and learning material for partners, colleagues, and junior staff;
- Participate in the recruitment and onboarding of MEAL Officers and Assistants, field incentive workers and enumerators.

#### **KEY WORKING RELATIONSHIPS:**

Position Reports directly to or in Management in Partnership to: MEAL Coordinator and with line to the Project Manager

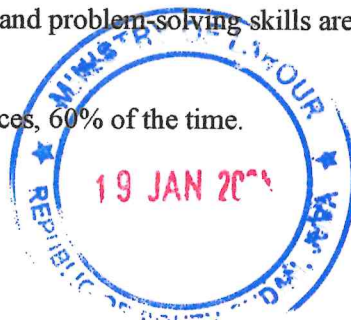
#### **Other Internal and/or external contacts:**

Internal: ERD Technical Coordinator, Program Managers and Officers, Database Officer, ICT Officer, Partnerships Manager, HR, Field Coordinator.

External: Beneficiaries, program partner organisations, local and national government.

#### **REQUIREMENTS:**

- A technical degree or equivalent - additional relevant work experience may substitute for education;
- A minimum 3 year of working experience in a related field;
- Possess basic technical knowledge of M&E approaches and techniques in some or all of the following areas: Outputs, Outcome monitoring; Theories of Change, Logical frameworks, Data collection, Basic data analysis, Accountability, Client feedback mechanisms;
- Experience in conducting primary quantitative data collection and data entry;
- Basic proficiency and experience with mobile data collection such as Kobo, CommCare, ODK Collect is required, knowledge of Tableau, PowerBi, or GIS software tools are additional assets;
- Good computer skills in MS Office, especially Excel; and Word – with experience in writing reports;
- Self-motivated and pro-active attitude with good organization, planning, and analytic skills, including prioritizing work, multi-tasking and attention to detail;
- Flexibility and ability to work under pressure and in constantly evolving work environments;
- Demonstrated analytical, systematic-thinking, and problem-solving skills are definite assets;
- Fluency in written and oral English;
- Willingness to travel to various field-level offices, 60% of the time.



### The IRC Core Values and Commitments:

**Standards of Professional Conduct:** The IRC and IRC workers must adhere to the values and principles outlined in IRC Way Standards for Professional Conduct. These are Integrity, Service, Accountability and Equality. In accordance with these values, the IRC operates and enforces policies on Beneficiary Protection from Exploitation and Abuse, Child Safeguarding, Anti Workplace Harassment, Fiscal Integrity, and Anti-Retaliation the IRC operates and enforces policies on Beneficiary Protection from Exploitation and Abuse, Child Safeguarding, Anti Workplace Harassment, Fiscal Integrity, and Anti-Retaliation.

**Safeguarding policy:** The IRC has a zero-tolerance policy for safeguarding violations by staff, incentive workers, visitors, sub-grantees, suppliers/sub-contractors, and implementing partners. Safeguarding at the IRC is an integral to the organizational values and ethics, and staff and associates are expected to take all reasonable steps to prevent the sexual exploitation, abuse, and harassment of any person linked to the program by both its employees and any downstream partner. The successful candidate will be subject to a thorough background check and satisfactory references.

**Narrowing the Gender Gap:** The International Rescue Committee is committed to narrowing the gender gap in leadership positions. We offer benefits that provide an enabling environment for women to participate in our workforce including a flexible hour (when possible), maternity leave, transportation support, and gender-sensitive security protocols.

**Equal Opportunity Employer:** IRC is an Equal Opportunity Employer. IRC considers all applicants because of merit without regard to race, sex, color, national origin, religion, sexual orientation, age, marital status, veteran status, disability, or any other characteristic protected by applicable laws.

#### **How to apply:**

Interested applicants should submit a **CV with 3 references** and a copy of their **national ID** to Human Resources Juba IRC Country Head Office-Located in Goshen House 2<sup>nd</sup> floor or you can e-mail applications to [SS-HR@Rescue.org](mailto:SS-HR@Rescue.org) not later than **7<sup>th</sup> February 2024 @ 4:30pm**.

**NOTE:** Only shortlisted candidates will be contacted and attach photocopies only while original will be asked at the interview panel and all the photocopies will remain the property of IRC.

**CLEARLY LABEL YOUR APPLICATION, ROVING SENIOR MEAL OFFICER - JUBA**

***“WOMEN, MINORTITIES AND PEOPLE LIVINING WITH DISABILITIES ARE ENCOURAGED TO APPLY”.***

