



MAG South Sudan  
Plot No. 1 Block 1, 1<sup>st</sup> Class Area  
Jondoki Kamiru,  
Bilpham Road, Adjacent to Ezentus  
Juba, South Sudan

**ADVERTISEMENT- MONITORING AND EVALUATION TEAM LEADER, 1 POSITION**  
**External/Internal Open to South Sudanese Nationals Only**

Employer:	Mines Advisory Group (MAG)
Department:	Operations
Reporting to:	Program Officer
Base Location:	Juba South Sudan
Working Area:	South Sudan
Opening date:	4 <sup>th</sup> March 2024
Closing date:	17 <sup>th</sup> March 2024

Mines Advisory Group (MAG) is a Humanitarian, non-profit organization concerned with the impact of landmines in South Sudan. MAG South Sudan is recruiting for highly competent, proactive **Monitoring and Team Leader** for its field base Operations.

**MAG's Vision**

A safe and secure future for men, women and children affected by armed violence and conflict

**MAG' Mission**

MAG saves lives and builds futures by working with others to reclaim land contaminated with the debris of conflict, to reduce the daily risk of death or injury for civilians, and to create safe and secure conditions for Development

**MAG's Values.** Our values come to life through our actions, every day. How we act has an impact on others. As someone who works at MAG, you can help to create a positive culture by demonstrating our values through your own behaviour and actions. Everyone has a role to play in shaping our culture. Everyone should understand our values and is encouraged to think how they are relevant to their individual role.

**DETERMINED** - we work with purpose

**EXPERT** - through excellence and expertise we build trust

**INTEGRITY** - we strive to do the right thing

**COMPASSION** - people come first in everything we do

**INCLUSIVE** - we are inclusive, and we value diversity

**Job Summary**

The Monitoring and Evaluation (M&E) Team Leader will play a crucial role in supporting the implementation of MAG South Sudan's projects by ensuring effective monitoring, evaluation, and reporting of project activities. The M&E Team leader will lead the M&E team of two M&E Officers and will work closely with programme, CL and technical teams to collect, analyse, and manage data, and provide insights to improve project, and impact of mine action interventions. The M&E Team Leader collaborates closely with field teams, partners, and stakeholders to continuously assess progress and identify challenges.

MAG is a humanitarian organisation clearing the remnants of conflict for the benefit of communities worldwide.  
MAG is co-laureate of the 1997 Nobel Peace Prize.  
Charity No. 1083008. A company registered in England and Wales No 4016409.





This is a Field Based position, and will be part of a MAG project that carries out activities in communities affected by landmines across the country. The applicant must be willing to work, travel to other parts of South Sudan when required.

### Principal responsibilities

MAG employs Mine Action **Monitoring and Evaluation Team Leader** as part of multi- Task Mine Community Liaison Action Teams. The M&E Officer will be expected to carry out some or all of the following activities:

1. **Monitoring and Data Collection:**
  - Develop periodical M&E plans for MAG South Sudan's projects and lead M&E team to implement the plans.
  - Assist the Line Manager with designing data collection tools and methodologies aligned with project objectives and donor requirements.
  - Lead the data collection on project activities, outputs, and outcomes against established indicators and targets.
  - Lead data collection efforts during surveys, interviews, and focus group discussions.
  - Ensure the timely and accurate collection of data from project sites.
  - Maintain a robust database of project-related information.
  - Ensure all data that is collected is Sex Age Disability Disaggregated
  - Ensure the inclusion of Washington Set Group questions in all assessments as feasible.
2. **Data Analysis and Reporting:**
  - Assist Line Manager to analyse collected data and assess project progress and impact.
  - Conduct regular field visits with M&E team.
  - Ensure data accuracy and compliance with established procedures.
  - Ensure proper collection and documentation of lessons learned, and best practices.
  - Ensure proper collection and documentation of case studies related to Pre and Post clearance impact assessments based on donors requirements.
  - Assist Line Manager to generate regular M&E reports, including key performance indicators (KPIs).
  - After field visits, compile findings and prepare reports to share with Line Manager.
  - Provide recommendations to Line Manager based on data analysis to improve project implementation.
3. **Impact Assessment:**
  - Lead conducting of the Pre-clearance impact assessment (baseline), whenever a new clearance task starts.
  - Lead conducting of the periodical Post clearance impact assessment, after completion of the clearance task.
  - Lead conducting of the REPP Knowledge Retention surveys
4. **Evaluation and Learning:**
  - Support Line manager on project evaluations and assessments.
  - Assist Line Manager to facilitate learning sessions and discussions of the M&E team to promote adaptive management and leadership.
  - Identify best practices and lessons learned to inform future projects.
5. **Quality Assurance:**
  - Ensure the quality, validity, and reliability of collected data and documentation process.



- Identify challenges that may impact project performance and outcomes and report to Line Manager.
  - Conduct regular data quality assessments collected by M&E team.
6. **Coordination:**
- Coordinate with technical staff information sharing on starting and completion dates of clearance tasks for planning of PPCIA.
  - Collaborate with programme teams, CL Teams, and other stakeholders to ensure M&E activities align with project objectives.
  - Participate in coordination meetings and working groups as required.

**Essential requirements:**

- Strong quantitative and qualitative data analysis skills.
- Experience in using M&E software and tools.
- Excellent report writing and communication skills.
- Ability to work independently and as part of a team.
- Experience working in conflict-affected or post-conflict environments is a plus.
- Knowledge of the context and challenges related to mine action is an advantage.
- Experience in monitoring and evaluation, preferably in humanitarian or development projects is an advantage.

**Essential Skills and Knowledge**

- Excellent interpersonal skills with the ability to build effective relationships
- Excellent presentation skills with the ability to engage with an audience
- Good level of written and spoken English
- Good literacy, numeracy and IT skills

**Personal Attributes:**

- Strong analytical and problem-solving skills.
- Detail-oriented and organized.
- Adaptability and ability to work under pressure.
- Ability to prioritize works and meet deadlines.
- Commitment to MAG's mission and values, including a commitment to safety and equality.
- Cultural sensitivity and respect for diversity
- Excellent written and spoken English & local languages (particularly those spoken in Magwi county is an asset).

**Physical Fitness**



- Due to the physical nature of the role and the work involved in demining activities, a good level of physical fitness is an essential requirement.

**Please note that as part of MAG's commitment to safeguarding, this post is subject to background checks before an offer of employment is confirmed.**

As part of MAG's commitment to safeguarding, this post is subject to background checks before an offer of employment is confirmed. MAG is committed to the principles of diversity, equity and inclusion and is an equal opportunities employer. If you think you would be suited to one of our roles, we would welcome your application regardless of your background and strongly encourage females or those with disabilities to apply. We strive to provide an inclusive and supportive working environment where all employees feel respected and supported in fulfilling their potential.

All aspects of employment and recruitment, whether this be as an initial hire or an internal promotion, will be based on merit, qualifications, competence, performance and organisational needs. **MAG (or any party associated with MAG in the process of recruitment) does not charge a fee (or accept any gifts or favours) at any stage of the recruitment process (application, interview meeting, processing), if you have any concerns in this area these should be reported to the County Director.**

#### HOW TO APPLY:

Qualified and interested candidates should submit a cover letter with a CV (must have at least 2 referees with the recent employer and work email and telephone contact), copies of academic certificates and Nationality ID card to: -

MAG South Sudan Juba Office Bilpham Road, Adjacent to Ezentus, Juba, South Sudan or Email; [recruitmentss@maginternational.org](mailto:recruitmentss@maginternational.org) by 17<sup>th</sup> March 4, 2024, addressed to the: Human Resources Department, MAG South Sudan, Juba.

Please clearly indicate the position you are applying for on the subject and on the envelope for hand delivery.

Only shortlisted candidates will be contacted for interviews.

**NOTE:** Do not attach original certificates. MAG will not return application documents to applicants.

**Women and men are both encouraged to apply. MAG is an equal opportunity employer.**

