



SO - H3  
Approved by Senior Inspector,  
MOLIRCSIT  
27 JUN 2024  
27/06/2024



**SCOPE OF WORK**

**RESILIENCE THROUGH AGRICULTURE IN SOUTH SUDAN (RASS) ACTIVITY**

<b>Position Title:</b>	<b>MEL &amp; CLA Director</b>
<b>Work Location:</b>	Juba Headquarters
<b>Travel Expected:</b>	Up to 40% may be dedicated to travel to areas of intervention
<b>Contract Name:</b>	Resilience through Agriculture in South Sudan Activity (RASS)
<b>Status:</b>	Full-time, Long-Term Technical Assistance (LTTA)
<b>Direct Supervisor:</b>	Chief of Party

**\* This position is open for only South Sudanese nationals. Female candidates are highly encouraged to apply. \***

**Project Description**

DAI seeks a Monitoring, Evaluation, and Learning (MEL) & Collaborating, Learning and Adapting (CLA) Director to be proposed on the USAID-funded Resilience through Agriculture in South Sudan (RASS) Activity. The purpose of the RASS Activity is to significantly improve household and community resilience to shocks and stresses through improved agriculture, market systems, and food security practices.

**POSITION DESCRIPTION AND RESPONSIBILITIES**

The MEL/CLA Director will be responsible for providing technical advice, technical assistance, and guidance on issues related to monitoring, evaluation and learning in designated RASS partnership areas. S/he will manage relationships with several MEL/CLA Managers and Specialists across Partners. The MEL/CLA Director will play a significant role in helping to manage and strengthen systems to assess and monitor program and project performance across relevant South Sudanese stakeholders, including the PfRR. S/he will also synthesize lessons learned from implementation in South Sudan and facilitate incorporation of these lessons learned into project-wide reporting and internal learning.

The MEL/CLA Director will perform the following duties:

- Contribute to the development and maintenance of performance measurement systems.
- Lead the development of periodic reporting documents and ensure technical and analytical rigor in all deliverables from tool development to final reporting.
- Provide facilitative leadership support to all M&E functions carried out by the technical implementation team.
- Participate in preparation and review of Joint Work Plans, monthly and quarterly regional and national reports, and other ad-hoc reports that may be requested.
- Work with South Sudan and broader MEL team to ensure data collection, management and reporting of South Sudan activities in alignment with broader Activity MEL plan.
- Help identify, analyze, and synthesize lessons learned from RASS Activity implementation and facilitate the incorporation of those lessons into broader RASS activity MEL efforts; and
- Work with the technical team to identify and lead the development of communication products including success stories, presentations, newsletters, social media posts, videos, etc.

The MEL/CLA Director will contribute to quality control, M&E, and data collection and analysis tasks as follows:

**Managing Quality Control Measures**

- Undertake Collaborating, Learning, and Adapting (CLA) activities to promote utilization of findings.
- Participate in strategic planning and work plan review as part of RASS adaptive management.



### Performance Monitoring and Reporting

- Review Joint Work Plans (JWPs) and performance reports.
- Conduct data quality assessments as well as broader MEL assessments to determine the validity, reliability and integrity of performance data gathered to monitor and enhance program activities as required.
- Review activity-level baselines and targets, and support collection of baseline data where such data do not exist and suggest revisions to targets.
- Support RASS Activity to identify appropriate performance indicators for tracking results and monitoring critical assumptions and/or preparing comprehensive performance monitoring plans.
- Training project staff and implementing partners on MEL.
- Facilitate and organize meetings, review, and learning sessions with relevant stakeholders to review progress and take corrective actions.
- Help identify, analyze, and synthesize lessons learned from activity implementation and facilitate the incorporation of those lessons into broader efforts.

### Data Collection and Analysis

- Design and advise on data collection, reporting methodologies, and survey instruments used by South Sudan partners to address any systemic flaws and support the development of systems that produce consistent, cost-effective, reliable, and timely data and reports.
- Support the compilation of performance indicators in JWP performance data tables.
- Convene adaptive learning sessions with staff to assess the progress of JWP activities and share relevant findings.
- Process and provide information as well as advise various stakeholders and RASS program staff on ways to improve Activity performance, particularly regarding program impact.
- Play a key leadership and coordination role in the compilation and analysis of data that goes into program reporting, as well as other M&E reports that may be prioritized in coordination with project partners.

### Reporting

The MEL/CLA Director will report to the Chief of Party. S/he will collaborate closely with the Deputy Chief of Party, Objective Leads, and other Home Office MEL staff engaged on the Activity.

### Supervisory Responsibilities

The MEL/CLA Director will supervise both long-term staff and short-term technical consultants performing monitoring, evaluation, and learning tasks.

### Qualifications

#### Education

- At minimum, a bachelor's degree required, master's university degree in a social sciences subject area, preferred.

#### Work Experience

- With Masters, minimum 10 years of experience providing monitoring, evaluation, and learning (MEL) support to a donor-funded projects; With Bachelors, 12 years of experience required.
- Good understanding of standard MEL and data analysis tools and approaches with preference towards MEL experience working on a USAID-funded project.



- Experience in developing and implementing MEL systems, methodologies, tools and approaches.
- Experience working with programs focused on the core concepts of resilience, livelihoods, and food security.
- Demonstrated experience overseeing performance of project components including budget, strategy development, and implementation to ensure results and critical targets are met.
- Demonstrated experience building capacities of partners and community organizations.
- Good communication and report writing skills in English.
- Good computing capabilities with working knowledge of MS Word and Excel.
- Ability to solve complex technical, managerial, or operational problems and evaluate options based on all types of information and strategic planning options and well-rounded experience, resources, and knowledge.
- Previous management and/or supervisory experience required.
- Experience working with local communities, NGOs and/or international organizations within and outside Juba preferred; and
- Deep familiarity with South Sudan, and willingness to live in Juba and travel throughout South Sudan.

#### REQUIRED ATTRIBUTES OF ALL RASS TEAM MEMBERS

- **Be Flexible and Adaptive** – given the pace and frequency at which conditions may change in South Sudan, team members are expected to be agile with position requirements, adapting to changing circumstances for successfully meeting the objectives of the contract.
- **Be Collaborative and Inclusive** – individual team members are expected to model openness to new and competing ideas, seek feedback from colleagues, demonstrate and internalize respect for diverse opinions, and proactively create safe spaces for participation in decision-making processes to ensure the views of different groups, gender, and levels of understanding and experience within systems where RASS operates are considered and incorporated into activity programming, security, and development of RASS policies and procedures.

#### APPLICATION PROCESS

- To apply, please send your complete and updated CV/resume including full names, contact details (functioning email and phones) and a Motivation Letter as one single document to:  
rass\_recruitment@rassactivity.org
- Your attachment must be less than 2 megabytes in size. **Please DO NOT** submit any other recruitment documents at this time. In the subject line, please include the **Title** and of the position for which you are applying, as advertised at the top of this announcement.
- Please apply electronically, DAI will not be accepting hard copies at this time.
- Only shortlisted candidates who meet all the minimum qualifications will be contacted.
- Only candidates who passes the first stage of the interview process can proceed to the next stage.
- **DAI will carry out reference checks and document verification for successful candidates.**
- The deadline for submissions is **Tuesday, July 18, 2024, at 05:00PM (17:00) CAT**. However, applications will be reviewed on a rolling basis as received and review will continue until the positions are filled. Kindly be reminded that DAI does NOT tolerate canvassing and will not answer questions via phone calls.

