



JOB OPPORTUNITY

Title: **Monitoring Evaluation and Learning Assistant – TOFI project South Sudan**
Duty station: **Juba, South Sudan**, but with occasionally travel to field locations
Duration: 5 months, may be renewable, depending on funding and performance
Application Deadline: **15th July 2022**
Expected start: **1st August 2022**

1.0 Background:

Stromme Foundation (SF) seeks to recruit a **South Sudanese national** for the position of Monitoring Evaluation and Learning Assistant based at Juba office. SF is a Norwegian Non-Governmental Organisation (NGO) which provides humanitarian development assistance to needy communities in the third world countries for greater equality and quality of life with dignity. SF does not directly implement such development activities but collaborates with and enables local/national registered NGOs to carry out such activities. Main areas of intervention are in the fields of Education, livelihoods and civil society strengthening. (More about SF and its work is available on www.Stromme.org or www.Strommeea.org)

JOB PURPOSE

The purpose of the post of the Monitoring Evaluation and Learning Assistant - TOFI South Sudan is to support the TOFI program officers for Inclusive Education and Inclusive Economic Empowerment in South Sudan to fulfil the routine Reporting obligations in accordance with the TOFI Monitoring, Evaluation and Learning system.

Basic Responsibilities

- 1) Update the TOFI online reporting system with activity reports from the fourth quarter of 2021 to date.
- 2) Support the implementing staff Compile reports of ongoing activities using the standard TOFI reporting templates and upload them on the TOFI online MEL system.
- 3) To conduct some Inclusive Education and Economic Empowerment Trainings to partners and beneficiaries of ToFI
- 4) Provide support and guidance to partners in areas of data collection, management, reporting and utilization for program improvement.
- 5) Support the documentation of at least 6 Success stories using standard TOFI templates.
- 6) Conduct regular data validation through routine data quality checks for TOFI implementing



partners.

- 7) Perform any other duty as may be assigned by the TOFI project coordinator, program officer and Regional PMEAL Officer.

Personal specifications

The ideal post holder should possess

- A Minimum of a Diploma preferably in statistics, economics, social sciences, or any other relevant discipline from a recognized university.
- A minimum of one year working experience in monitoring and evaluation especially in education and livelihoods programs.
- Demonstrable proficiency in database management, use of digital software and statistical packages.
- Good understanding of strategic and result frameworks,
- Knowledge of research, analytical and writing skills
- Willingness to travel widely within South Sudan.

M&E assistant Support from Stromme Foundation.

Training on the TOFI MEL system either linking up to a support person from the TOFI South Sudan consortium or someone from the Uganda consortium specially on:

- 1) the TOFI reporting templates.
- 2) The TOFI Unique Identification Codes system.
- 3) Navigating the TOFI online MEL platform by use of SharePoint, PowerApps and Power Bi.

Duration

This post is of a fixed short-term contract of five months from August -December 2022.

Note

this position is exclusively for South Sudanese nationals.

SF is an equal opportunity employer and encourages especially qualified women to apply

Application Procedure:

Only eligible persons should send an application letter, a detailed Curriculum Vitae and copies of academic credentials and daytime contacts for three referees through email:

Alice.Tiyo@stromme.org cc geriga.yassin@stromme.org and Grace.Keji@stromme.org

All applications should be sent not later than **the deadline shown above**

Please note:

1. Only shortlisted candidates will be contacted.
2. This is a national position; no relocation payment is done.

