



Plan International
South Sudan
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28/9/2022



PLAN INTERNATIONAL SOUTH SUDAN JOB ADVERTISEMENT

Plan International (PI), is an independent global child right organization – without religious, political or governmental affiliation that has been operating in South Sudan since 2006.

Plan recognizes that the geographical context and recent history have left the communities of South Sudan highly vulnerable to emergencies from political and inter-ethnic conflicts, influx of returnees, food insecurity, long dry spells and floods. Cognizant of the need Plan is implementing emergency and recovery response in six states of South Sudan, namely Central Equatorial, Eastern Equatorial, Western Equatorial, Lakes, Upper Nile and Jonglei. Program includes food assistance, agricultural rehabilitation, Food Security and Livelihood, Education in Emergencies and Child Protection in Emergencies. Plan International also works with both International and Local partners.

In order to enhance its response program, Plan South Sudan is seeking to recruit a qualified South Sudanese for the position of “Monitoring and Evaluation Intern – Based in Juba”.

No. of Vacancies (1)

| | |
|-------------------|--|
| Job Title: | Monitoring and Evaluation Intern |
| Tenure | 3 Months (With Possibility of Extension) |
| Department | Programs |
| Reports to | MEAL Specialist |
| Location | Juba |

Purpose of the Role:

The M&E Intern will support the CO MERL team in delivering MEARL initiatives. The M&E Intern Reports directly to MEAL Specialist with Support from the MEAL Coordinator, technical leads, field project teams.

Key Accountabilities:

- Support in documentation of MEAL documents and filling
- Support with follow of expected MEAL reports and documents from all field locations
- Coordinate with MEAL staff to complete IPTTS and BVA discussions
- Attend MEAL meetings that are scheduled by the MEAL unit, program department and other units
- Support Programme team in partner reviews processes and reporting.
- Support MEAL team and Programme around designing and development of processes and initiatives to support strategic planning, project development, evaluation and learning as required.
- Support in developing ToR for evaluations, assessments and researches.
- Support in ensuring that survey/PDM tools capture the indicators and are appropriate for the beneficiaries.
- Support the technical programme staff to develop monitoring tools.

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- Support and participate in conducting evaluations, assessments and researches that the CO may be under taking.
- Support field survey, assessment and research data collection, data managements, reporting and dissemination.
- Support determining project performance; schedule, IPTT and BVA
- Support and participate in project/programme review and lesson learning.
- Support filed implementation of complaint and feedback mechanism.
- Support field teams in documentation and compilation of feedback reports.
- Any other task that may be assigned



Safeguarding Commitments:

- Commit and contribute to an environment where children and adult program participants feel respected, supported, safe and protected;
- Never act or behave in a manner that results in violence including SHEA against a child, young person or adult or places them at risk of such violence;
- Be aware of and adhere to the provisions of the Safeguarding Policy, PSHEA Policy and COC of Plan International;
- Report and respond to safeguarding and SHEA concerns and breaches in line with the applicable procedures of Plan International;
- Maintain confidentiality of safeguarding and PSHEA concerns reported;
- Never participate in or support child marriages.

Dealing with Problems/Risks

Complexity of problems handled & the degree of investigation, analysis, & creative thinking required to solve them

The position involves a high degree of complexity in resolving a wide range of challenges which typically occur in Field program operations like working with enumerators, interview respondents to which the position holder must have the following capacity.

- Technical knowledge in staff capacity building to ensure that staff understand the existing Donor requirements, Plan procedures, M&E requirements and core humanitarian standards.
- Ability to work independently with minimal supervision
- Working in partnership with different organization culture and ensure project results are achieved timely without compromising with quality
- Working effectively in multiple communities and environments
- Operating in remote areas and with vulnerable communities
- Appreciation of child rights and gender equality
- Flexible to handle any other job related responsibilities as assigned by the field coordinator and project manager

Communications and Working Relationships:

Internal:

- M&E specialist
- M&E coordinator

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- M&E officer
- Project manager
- BDD
- Field coordinator
- Compliance and Risks Management Unit
- Programme Team
- Technical Experts
- Other Plan staff

External:

None



Knowledge, Skills, and Experience Required to Achieve Role's Objectives:

Knowledge

Successful candidates will possess;

- University degree in social sciences or development studies, statistics, Economics, Demography or any other related fields.
- Minimum of 6 months of relevant internship or working experience in post conflict /humanitarian response.
- Familiarity with project cycle and current principles/ approaches of Monitoring, Evaluation, accountability and Learning in emergency or post conflict context
- High level of computer literacy (MS Word, Excel, Access, and Power Point) and data management,
- Data analysis basics
- Strong self-starter who is able to take initiatives and learn
- Commitment to Plan International aims, values and policies, including child safeguarding and data protection
- Excellent interpersonal, organizational and written/verbal communication skills, including in cross-cultural settings;
- Excellent verbal and written communication skills, including high-level interpersonal and representational capabilities; fluency in written and spoken English essential.
- An understanding of gender, people with special needs, child protection plus diverse considerations within key areas of responsibility and commitment to addressing inequalities in the workplace and the programme activities.

Skills

- Strong interpersonal skills, and ability to work effectively with people of different nationality, cultural background, and educational levels
- Ability to communicate in a team with people from different nationalities, cultural and ethnic backgrounds, ability to work in a team environment and achieve common goals.
- Documentation reviewing skills for effectiveness and time saving
- Excellent Personal Computer skills in Microsoft Applications
- Communication skills, appropriate to the audience and able to solve problems
- Proficient in computer skills
- Data analysis skills with experience Excel data analysis
- Ability to deliver to tight deadlines

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PLAN INTERNATIONAL'S VALUES IN PRACTICE

We are open and accountable

- Promotes a culture of openness and transparency, including with sponsors and donors.
- Holds self and others accountable to achieve the highest standards of integrity.
- Consistent and fair in the treatment of people.
- Open about mistakes and keen to learn from them.
- Accountable for ensuring we are a safe organization for all children, girls & young people.

We strive for lasting impact

- Articulates a clear purpose for staff and sets high expectations.
- Creates a climate of continuous improvement, open to challenge and new ideas.
- Focuses resources to drive change and maximize long-term impact, responsive to changed priorities or crises.
- Evidence-based and evaluates effectiveness.

We work well together

- Seeks constructive outcomes, listens to others, willing to compromise when appropriate.
- Builds constructive relationships across Plan International to support our shared goals.
- Develops trusting and 'win-win' relationships with funders, partners and communities.
- Engages and works well with others outside the organization to build a better world for girls and all children.

We are inclusive and empowering

- We empower our staff to give their best and develop their potential
- We respect all people, appreciate differences and challenge equality in our programs and our workplace
- We support children, girls and young people to increase their confidence and to change their own lives

Physical Environment

- Standard office environment with some exposure to heat, cold, dirt, noise and rainy weather conditions; dim or crowded surroundings, especially when in the field
- The post holder will be required to travel to the field very frequent

Level of Contact with Children:

- Low level of Contact with Children:

Inclusion and Diversity.

Plan International is an equal opportunity employer within the meaning of the relevant UN convention, Equality, diversity and inclusion is at the very heart of everything that Plan International stands for. Qualified Women and people with special needs are strongly encouraged to apply.

Employment of Relatives:

Plan International South Sudan is an equal opportunity employer. however, it discourages employment of relatives of staff members because of the conflict of interest associated with it. While trying to avoid such cases, applicants are required to declare in writing if they have any relatives working with Plan International South Sudan.



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Application Submission Details:

All applications marked on the right hand corner of the envelope “**Application for the Position of “MONITORING AND EVALUATION INTERN-JUBA”**” should be addressed to:

**The HR & OD Business Partner
Plan International South Sudan
Juba, Hai Jerusalem.**

Applications should be submitted in hard copies to Plan International Office in Juba.

OR You can send your application via email to hr.ss@plan-international.org

The closing date for receipt of applications is before close of business on Thursday, 13th October 2022.

Note: Applications submitted are non-returnable.

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