Hold the Child is a National Non-Governmental Organisation working alongside vulnerable children, youth and women in disaster-affected and under-developed communities. Registered under the South Sudan NGO Act 2016 and operational since 2011, we strengthen the resilience and capacity of families and communities to meet their obligations to children through community-centred child survival, protection, education and livelihood initiatives. Hold the Child is expanding its youth and women economic empowerment portfolio and is pre-qualifying candidates for an anticipated market-led vocational training, enterprise development and employment services project.

Vacancy Announcement

Job Title:	Monitoring and Evaluation (M&E) Officer
Duty Station:	Bor, Jonglei State
Start Date:	As soon as Possible
Application Deadline:	**16th November 2026**
Duration:	12 Months

Job Purpose

The M&E Officer will lead monitoring, evaluation, accountability and learning for the project, ensuring that results against milestones and indicators are accurately tracked, verified, disaggregated (sex, age, disability) and reported, and that evidence informs adaptive management.

Key Responsibilities & Accountabilities

Result 1: M&E Systems and Data Management

Develop and implement the project M&E plan and tools; maintain trainee, instructor, enterprise and placement databases; conduct pre- and post-training assessments; verify attendance, completion, certification and start-up kit distribution records.

Result 2: Evaluation, Learning and Accountability

Coordinate tracer studies, employer satisfaction and beneficiary feedback surveys; operate complaints and feedback mechanisms; document lessons and success stories; work closely with the donor's M&E staff.

Result 3: Reporting and Data Protection

Produce timely milestone and progress reports with evidence of achievement; ensure data quality, confidentiality and compliance with data protection, safeguarding and PSEA policies.

Requirements (mandatory)

- Bachelor's degree in Monitoring and Evaluation, Project Management or a related field.
- At least 3 years of experience in monitoring and evaluation.
- Fluency in English and Arabic and/or the local language of the duty station.

Desirable

- Experience with digital data collection tools (e.g. Kobo Toolbox/ODK) and data analysis software (Excel, SPSS/Stata/Power BI).
- Experience in livelihoods, vocational training or tracer study methodologies.
- Experience with UN-funded, milestone-based reporting.
- Familiarity with the communities, culture and context of the duty station.

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- Female candidates and persons with disabilities are particularly encouraged to apply.

Submission
How to Apply

Interested candidates who meet the above conditions should submit, in a single PDF: (i) a cover letter stating the preferred duty station and availability; (ii) a detailed CV showing month/year start and end dates for each position held; (iii) copies of academic certificates; and (iv) contact details of at least three professional referees, including a recent supervisor.

Send applications to the Human Resource Officer at jobs@holdthechild.ngo before 16th November 2026 at 5:00pm South Sudan time.

Applications will be reviewed on rolling basis

Shortlisted candidates will be asked to confirm their availability and sign a statement of exclusivity and availability for the project. Engagement is subject to successful contract award.

Hold the Child has zero tolerance for sexual exploitation and abuse, child abuse, fraud and corruption. All selected candidates will undergo reference and safeguarding checks and must sign the Child Safeguarding and PSEA policies.

Female applicants are highly encouraged.

Please note that only shortlisted candidates will be contacted. Do not submit original documents. Hold the Child does not charge any fee at any stage of recruitment.

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