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 Approved by
 Inspector PRSP
 MOC
 18/9/2024

CARE South Sudan is an International NGO working in South Sudan. CARE and its partners work with vulnerable communities to address the underlying causes of poverty and promote peace and development, through its strategic goal to reduce poverty by empowering women, enhancing access to resources and services, and improving governance.

Position:	Regional Monitoring, Evaluation, Accountability and Learning (MEAL) Officer
Department:	Programme
Location:	Juba
Reports to:	MEAL Manager
Provides supervision to:	N/A

Job Summary

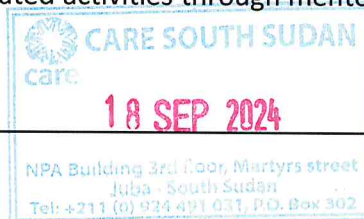
Provide MEAL support across the GFFO programming in South Sudan and DRC for the implementation of routine data collection, verification, analysis & reporting, Accountability, periodic evaluations, Surveys & assessments in the field location in collaboration with the Programme Coordinator and the MEAL Manager

JOB RESPONSIBILITY 1: Data and Information Management.

- Work with the field teams and the program teams to ensure all GFFO reports are timely submitted.
- Act as a focal point for GFFO project indicators and information reporting system
- Regularly Update project document into share point.
- Use the standard indicator tracking table to regularly Update ITT on monthly basis
- Follow up with the program teams to ensure all reports, and program information is updated
- Supporting COs in marker exercise (gender, resilience)

JOB RESPONSIBILITY 2: Programme Monitoring and Reporting:

- Support synthesis and dissemination of routine program data and analysis of trends
- Receive the monthly, quarterly, midterm and final project reports and ensure that necessary corrections have been done by the program staff
- Build the capacity of GFFO partners on MEAL-related activities through mentoring the project team.





- Support in the development of monitoring tools and methods for CARE and partners.
- Support synthesis and dissemination of routine program data and analysis of trends.

JOB RESPONSIBILITY 3: Communication and Learning:

- Work with the project manager, team, and partners in the preparation and dissemination of high-quality reports and program documentation/learning peer organizations, government agencies, and donors.
- Work with the communication teams by producing high quality stories of change and providing the necessary input into the stories produced by project teams through validation.

JOB RESPONSIBILITY 4: Evaluations, Surveys, and Assessments:

- Support the overall process of Surveys and Assessments including data collection among all program sectors, advising, supporting, and helping practically as and where necessary including support to planning, logistics, participant selection, designing questions, and the selection and training of enumerators and investigate the underlying causes of outcomes observed in CARE surveys.
- Act as a focal point for procurement of surveys, assessments, and evaluation materials in the field.

Qualifications Required (Know How)

- Relevant bachelor's degree in economics, Statistics, Development studies, or any other related course with a component of statistical analysis is preferred.
- Minimum of 4-7 years of working experience and demonstrated practical skills in M&E of humanitarian or development-funded projects.
- Flexible, diplomatic and have ability and willingness live and work under pressure and in potentially insecure environment.
- Fluent in English. Fluency in Juba Arabic is a plus.

Desired

- Knowledge and understanding of peacebuilding, gender and gender equality, community-driven leadership, and governance.
- Good coordination, communication, and community facilitation skills
- Influencing and negotiation skills, with a demonstrated capacity to balance flexibility and tenacity
- Good information management skills
- Good written and verbal communication skills in English,
- Flexible work attitude to manage multiple priorities
- Respecting and valuing diversity



- Must be comfortable working in the field.
- Experience in working within tight budget



Experience/Technical Skills

- Previous experience with PowerBi, SPSS, DHIS2 and Excel preferred, familiarity with basic computer packages essential
- Previous experience supporting Health, Gender, and Protection related programming is an added advantage
- Strong knowledge of and experience with a range of M&E tools and techniques for data analysis including an ability to develop an effective measure of progress against targets.
- Proven report writing skills in English (required) and at least a basic understanding of statistical analysis
- Strong interpersonal skills and ability to work effectively and independently within a multi-cultural team with differing areas of expertise.
- Excellent analytical and writing skills in English, knowledge of French will be an added advantage.
- Enthusiastic, flexible, and with the ability to work long hours.

Personal Qualities:

- High levels of integrity, resilience, accountability, commitment, and determination

HOW TO APPLY

The position will be based in Juba. This position is **ONLY open to South Sudanese Nationals**.

Opening Date **18th September 2024** and Closing date CARE South Sudan receiving application will be **7th October 2024**.

Applications and CVs should be delivered to: jobs.southsudan@care.org Or Hand delivery to CARE Office NPA Building 3rd floor, Martyrs Street Juba South Sudan, or CARE Juba Head Office

NB:

- Applications once received are not returnable
- Female Candidates are Highly encouraged to Apply
- Due to the urgency of the position, applications submitted will be shortlisted on a rolling basis, should there be suitable candidates, and the position may be filled before the deadline for applications.

Only short-listed candidates will be notified.



Attention!!!

CARE South Sudan has a ZERO TOLERANCE approach to any abuse to, sexual harassment of or exploitation of a vulnerable adult or child by any of our staff, representatives, or partners. CARESS

expects all staff to share this commitment through our Safeguarding Policy and our Code of Conduct. They are responsible for ensuring they understand and work within the remit of these policies throughout their time while at CARE.

CARE is an Equal Opportunity Employer, promoting gender, equity and diversity and women candidates are strongly encouraged to apply.

