



VACANCY ADVERTISEMENT

For Somali Nationals Only

World Vision is an International Relief and Development organization, whose goal is to achieve long-lasting benefits in the quality of life for vulnerable children and their families, displaced persons and communities. The Somalia program wishes to invite applications from highly competent dynamic, self driven and results oriented Somali National to fill the following vacancy. The successful candidate will be based in **WV Office Garowe, Puntland**.

Design, Monitoring and Evaluation Coordinator

Purpose of the position

World Vision Somalia-SomRep program is seeking a DM&E Coordinator to take part in coordinating and strengthening the M&E System and framework for the World Vision-led Somalia Resilience Program (SomRep) consortium. The purpose of the position is to support the DM&E and Quality Assurance department in; program design and development, monitoring and evaluation, capacity building and coaching to program staff within the seven (7) consortium member NGOs, particularly on topics of quality assurance, reporting and knowledge management. This position is Garowe-based with 30% field travel South Punt land

Major Responsibilities:

Program Development

- Support the assessments and baseline studies to prepare background information for the design of programs and projects.
- Participate in the preparation of program and project design documents, proposals and the development of concept papers.

Monitoring and Evaluation

- Work with the implementing partners to ensure quality programming and adherence to minimum standards including International DM&E standards, values and principles, HAP and other sector standards and protocols as well as the mainstreaming of cross-cutting issues (Gender, Environment, Protection, Peace Building, Disability)
- Support partners to design effective Monitoring and Evaluation Plans, framework and tools in line with the SomRep Standards.
- Support the implementation of the DM&E systems through regular field monitoring visits (validation and verification).
- Track and maintain records of SomRep projects Key Performance Indicators and relevant data.
- Coordinate reviews, documentation, evaluations and prepare reports in accordance with agreed upon standards.
- Coordinate and provide guidance for External Project evaluation consultancies in line with ToRs and contacts.

- Ensure regular monitoring and reporting of project implementation, including sharing of Monthly implementation updates.

Reporting

- Participate in preparing Consolidated Periodic Performance Reports/dashboards based on partners' submissions
- Ensure all projects have appropriate project management documentation in-place, in-use and updated as required (ITTS, DIPs and other reporting templates)
- Contribute to the writing of Quarterly, Semi-annual and Annual Management reports as well as periodic Donor Reports to ensure compliance with recommended guidelines, formats and standards
- Coordinate with the Data/ GIS Officer to store data in relevant formats and create reports to disseminate appropriate information among respective partners.

Capacity Building

- Develop capacity of the SomRep Staff, partners and other stakeholders to utilize the existing and new M&E tools for proper tracking and reporting in line with SomRep/World Vision Somalia M&E Framework and system.
- Provide technical assistance, guidance, and direction—related to development of M&E plans, systems and results base reporting.
- Ensure project implementation tools are understood and used by World Vision staff and implementing partners.

Development of Learning:

- Participate in periodic review and technical working group meetings to facilitate dialogue and learning on Program and Project Implementation.
- Work with DM&E, QA and Knowledge Management to implement a DM&E learning system to document, assess, share and replicate lessons Learned, Promising Practices, and Best Practices in DM&E
- Ensure lessons learned in one project are identified and highlighted to enable learning to take place in other projects. Identify solutions to gather, channel and store project related information, including on implementation progress, in near real time.

Other Competencies/Attributes:

- Demonstrates well-developed interpersonal skills, excellent communication skills, both verbal and written, as well as negotiation skills and professional maturity.
- Able to thrive in a fast-paced, deadline driven, high-performance environment, and meet tight deadlines and multiple demands for DM&E support from a results-driven team.
- Must be highly organized, detail oriented, and able to creatively solve problems.
- Must be able to maintain flexible hours when circumstances require it, arriving early or staying late to support deadlines or donor requirements.
- Must adhere to set security standards.
- Perform other duties as required.

Qualifications: Education/Knowledge/Technical Skills and Experience

The following may be acquired through a combination of formal or self-education, prior experience or on-the-job training:

- A minimum of a Bachelor's Degree, preferably related to the science and practice of community development, program design, statistics or evaluation.
- At least three years' experience in monitoring and evaluation of development and humanitarian programs; experience working in Somalia, ability to speak Somali or working in a similar context preferred.
- Ability to communicate cross-culturally and be cross-culturally sensitive.
- Strong computer and Internet skills including MS Excel, MS Word, MS Access, SPSS, and graphic presentation.
- Able to live and work within a fragile context and restricted environment.
- High-level expertise in Results-Based management, Logical Framework Analysis, and Result-Based Performance Monitoring and Evaluation
- Familiarity with M&E requirements of major donors such as EU, ECHO, DFID, CIDA, AusAid
- Experience in M&E systems design and management.
- Experience in integrated program/project cycle management.
- Proven track record as a staff and community trainer and capacity builder in DM&E using a wide variety of training methods, facilitation and capacity building strategies, and organizational development
- Thorough understanding and experience in quantitative and qualitative data collection methods, including comparative random sampling, questionnaire and survey design, data entry and analysis, and the application of these methods to project Design, Monitoring and Evaluation standards.
- Experience working with a consortium programme, and/or highly complex programmes with multiple stakeholders preferred.

Working Environment / Conditions:

Work environment: Field based

- *Travel:* Up to 30% travel to Puntland and Somaliland is required.
- *On call:* Yes.

Interested and qualified candidates should log on to; <https://careers.wvi.org/jobs/somalia/programme-effectiveness/design-monitoring-and-evaluation-coordinator/7507> for detailed requirements and qualifications for the above jobs.

All applications should be received by 25th May, 2017. Only shortlisted candidates will be contacted.