

## **MEAL Coordinator - Rideegama**

Location: [Asia & Pacific] [Sri Lanka]

Town/City: Rideegama

Category: Programme Effectiveness

Job Type: Fixed term, Full-time

World Vision is a Christian relief, development and advocacy organisation working with children, families and communities to overcome poverty and injustice. World Vision is dedicated to working with the world's most vulnerable people regardless of their religion, caste, gender or ethnicity. World Vision has been in Sri Lanka since 1977 and currently works through 34 development and relief programmes in 16 Districts across the country.

At World Vision we are passionate about children and committed to bringing fullness of life to the most vulnerable and disadvantaged. Every day for forty years, that is what our team at World Vision has been doing.

We are currently looking for dynamic & creative individuals to join us in our journey of caring.

### **Monitoring, Evaluation Accountability & Learning (MEAL) Coordinator**

#### **Location - Rideegama**

#### **Job Profile**

The Monitoring, Evaluation, Accountability and Learning (MEAL) Coordinator is responsible for providing technical support by developing a comprehensive MEAL system enabling World Vision Lanka (WVL) programs to demonstrate the impact of its programs while ensuring greater accountability. S/he will harmonize the MEAL approaches to ensure mission efficiency and compliance with World Vision's MEAL standards, guidelines, and procedures while providing

technical support to design methodologies in ensuring the availability of valid and reliable information at the Area Program (AP). The position will also play an important role in data quality by designing a MEAL system, procedures and Global MEAL Guidelines to harmonize data across different projects. The MEAL Coordinator will provide technical support to the program and build capacity of the Area Program through harmonizing learning and knowledge sharing.

## **Major Responsibilities**

- Lead the formulation and roll out of the project's Monitoring & Evaluation (M&E) plans in line with the broader Technical Program objectives.
- Ensure that all project indicators are tracked in a database on a regular basis, using the stipulated baselines, means of verifications and data sources in the project framework.
- Regular analysis of monitoring data.
- Work closely with Area Program (AP) teams and partners to strengthen systems for qualitative data gathering and analysis.
- Undertake regular visits to the field to support implementation of results-based project monitoring.
- Compile project and field-based data and analytical information for the preparation of donor reports.
- Develop visual presentations aids of data trends and/or results to be incorporated into reports, knowledge and/or outreach products.
- Responsible for the baseline and evaluation study the AP (sample selection, data collection, data entry, data analysis, reporting, etc.)
- Facilitate Annual Community Review process of the AP and recommendations.

- Support to Establish an Accountability Mechanism at Primary Focus Area (PFA) level in the AP.
- Document and share cross learning with appropriate group/stakeholders.

### **Required qualifications, experience & competencies**

- Minimum of 3 years' experience in MEAL and experience in a donor funded project is preferable with minimum of 3 years' experience in Community Development.
- Basic degree in Social Sciences/Development Management/International Development or relevant field.
- Understand poverty issues, development theories and holistic development.
- Training and Facilitation skills.
- Proven report writing skills.
- Proven management and leadership ability.
- Good time management and organisational skills.
- Competent in the use of Microsoft Office computer programs, SPSS, Epi info, NVivo and other statistical packages.
- Good analytical skills.
- Creativity and innovation.
- Well-developed written and oral communication skills in Sinhala/Tamil. Fluency in

written & spoken English.

- The position requires field visits and willingness to travel to national office as and when required.

World Vision Lanka offers a competitive remuneration package based on individual competence and skills. If you meet the required criteria and wish to apply for this or any of the available vacancies, select the position you wish to apply for & submit your **on-line application** with your CV and details of three non-related referees on or before the given closing date.

***Only short listed candidates will be notified.***