

Monitoring and Evaluation Officer for GBSP

Location: [Asia & Pacific] [Cambodia]

Town/City: Kampong Chhang

Category: Field Operations

Job Type: Fixed term, Full-time

JOB ANNOUNCEMENT

Monitoring and Evaluation Officer

for Graduation-Based Social Protection (GBSP)

World Vision International is an international Christian Humanitarian Organization working with the poor and oppressed to promote human transformation and seek justice. We are global community with a purpose – to bring about positive change in the lives of the world's most vulnerable children. People are inspired to work for us because they want to contribute to making a difference. We are part of an international team, using our talent, determination and influence to invest in a better tomorrow.

Are you ready to be a change maker?

Our Cambodia Office is seeking for **One (01) qualified candidate** to fill in the position below:

Position: Monitoring and Evaluation Officer for Graduation-Based Social Protection (GBSP)

Location: Kampong Chhnang Operation

Salary: Negotiable

I. THE PURPOSE OF THE POSITION

To establish monitoring system/database for project and provide capacity building to staff on how to use the formats and lead the processes of project monitoring and evaluation.

To regularly monitor and coach project staff to ensure technical appropriateness and quality of all M&E efforts of the project.

To update the project information and provide appropriate recommendation based on finding of desk review and field observation for management decision-making on changes and improvements

II. MAJOR RESPONSIBILITIES

- Lead the development and implementation of M&E tools and system/database for GBSP project
- Lead project staff in conducting baseline, end evaluation or other necessary surveys
- Provide technical capacity building and coaching to project staff on M&E tools and database
- Coordinate with UNDP and other partners to ensure monitoring tools used, recorded, and filed properly for reporting purpose
- Lead regular reflection with project staff, particularly on M&E component to maintain and improve a comprehensive data collection form and system/database
- Monthly, track the progress with project staff and stakeholders, and consolidate monthly report for Senior Project Manager
- Lead in collecting information/data from fields for the project's progress reports for UNDP, producing IEC materials, and for documentations, MSC, lessons learnt, or case study.

III. REQUIREMENTS:

- Bachelors degree of development management or related fields

- At least 3 year experiences in program/project planning and/or design, monitoring, and evaluation
- Previous experience working with Economic Development/Businessman
- Previous experience in delivering training
- Strong interpersonal communication skill, and ability to work closely and supportively within a team
- Open for feedback, development and learning
- Ability to take decision as and when required, coordinating and working with team on decisions
- Willingness to multitask, go extra mile for work completions
- Exhibits gentleness, humbleness, and patience
- Understanding of M&E principle
- Demonstrated competency in implementing baseline/monitoring/evaluation (including designing monitoring/evaluation methodology, data collection and analysis tools; managing data collection in the field; analyzing data; recommendations development and report writing)
- Strong presentation, facilitation and coordination skills
- Good interpersonal communication skills
- Strong analytical/problem solving skills and detail orientation
- Strong interpersonal, organizational and time management skills
- Proficiency in English (reading and writing)
- Good in Computer skill (MS words, Excel and Access) and knowledge of data analytical software

(e.g. EpiInfo, SPSS)

GREEN! SAVE THE TREES!

All applications should be sent in soft copy (word document or PDF)

World Vision Cambodia is committed to the principles of workplace diversity. Qualified women and disabled people are encouraged to apply. Only short listed candidates will be notified. Applications and CVs will not be returned.

WVI is committed to the protection of children. We do not employ staff whose background is not aligned to our child protection practices. Hence employment is conditional upon successful completion of all applicable background checks, including criminal record checks where possible.