



Integrating Sexual and Reproductive Information and Resources for Sustained Efforts to empower Nigerian Girls (Project INSPIRE).

Terms of Reference- Monitoring and Evaluation Officer / Technical Officer.

Introduction:

Youth Network for Community and Sustainable Development (YNCSD)

The Youth Network for Community & Sustainable Development is a youth-led movement catalyzing social change by engaging young people on critical sexual and reproductive issues affecting them and amplifying their voices to speak for Human Rights, through targeted advocacy to key players, capacity building and development, communications and media engagements, partnerships and programme implementation. We also work on a broad range of issues such as Gender, Governance and Environment, however, our priority over the years have been on Sexual and Reproductive Health & Rights

Since inception, YNCSD have been catalyzing efforts of young people towards ending Female Genital Mutilation/Cutting (FGM/C) and gender based violence, through effective programming that transforms social norms underpinning these practices as well as promoting reproductive health and Rights for women and girls. Part of our activities is to ensure that every pregnancy is wanted and women and girls have access to reproductive health services, and given the opportunity to exercise full agency over their bodies. We pride ourselves to be a leading youth-led organization delivering quality programmes and interventions for our donors and partners based in Nigeria and globally



Main Duties and Responsibility

The Monitoring and Evaluation (M&E) Officer will be responsible for the design, coordination and implementation of the monitoring and evaluation, research, and learning framework of the Project. He/she will develop a systematic monitoring framework to improve the qualitative and quantitative evidence gathered by the Project. He/she will also provide technical assistance to the implementing agencies, particularly in relation to monitoring, reporting and governance issues.

Specific duties:

Setting up the system:

- Assist in the revision of the project M&E framework, particularly in the areas of performance indicators and their measurement;
- Assist in the development and/or finalization of the project Work Plan and keep it updated in accordance with project activities and timeframes as relevant.
- Develop the overall framework, for project M&E, for example mid-term project review, impact assessment, final evaluation, develop project Performance Monitoring Plan with relevant data collection systems.
- Review the quality of existing data in the project subject areas, the methods of collecting it, and the degree to which it will provide good baseline statistics for impact evaluation.
- Develop baseline data for the project component and for all project indicators.
- With collaborating partners, review their existing approaches and management information systems and agree on any required changes, support and resources.
- Develop a plan for project-related capacity-building on M&E and for any computer-based support that may be required.



Implementation of M&E and coordination:

- Collect data on a regular basis to measure achievement against the performance indicators.
- Check data quality with partners.
- Maintain and administer the M&E database; analyse and aggregate findings.
- Support project progress reporting, project mid-term review and final evaluation.
- Identify areas where technical support to project partners is required. Organize refresher training on M&E for partners as required.
- Identify lessons learned and develop case studies to capture qualitative outputs of the project. Provide advice to supervisor on improving project performance using M&E findings.

Communication:

- Produce reports on M&E findings and prepare presentations based on M&E data as required.
- Provide the Programme Manager with management information she/he may require.
- Check that monitoring data are discussed in appropriate forum and in a timely fashion in terms of implications for future action. If necessary, create such discussions to fill any gap.
- Perform other duties as may be assigned by the Project Manager and the Programs Associate.

Qualifications requirements:

Education:



First level university degree in statistics, demographics, public policy, international development, economics, or related field. Advanced certificate in M&E, statistics or economics preferred.

Experience:

- Minimum of three (3) years of professional experience in an M&E position.
- Experience in designing, implementing, and operating project M&E systems, from project initiation to closeout stages.
- Experience in strategic planning and performance measurement, including indicator selection, target setting, reporting, database management, and developing M&E and performance monitoring plans.
- Knowledge of the major evaluation methodologies (e.g. qualitative, quantitative, mixed-method, and impact) and data collection and analysis methodologies.
- Experience in planning and managing surveys.
- Experience in developing and refining data collection tools.
- Experience with data quality assessments and oversight.
- Experience in managing and providing training to partners and target beneficiaries.
- Ability to facilitate and serve as project liaison for externally-managed evaluations.

Languages: Excellent written and spoken command of English Language.

Competencies:

- Good knowledge of programme implementation, monitoring and evaluation techniques and practices.
- Familiarity with impact assessment an advantage



- Good knowledge and experience regarding gender mainstreaming.
- Good moderation, facilitation and training skills.
- Demonstrated ability to liaise and negotiate with government and social partners.
- Ability to perform a variety of conceptual analyses required for the formulation, administration and evaluation of projects.
- Excellent analytical skills.
- Ability to work in a team and good interpersonal skills.
- Good computer applications skills.
- Good organizational skills.
- Ability to deal with people with tact and diplomacy.
- Ability to work independently with a minimum of supervision.
- Ability to work under time pressure and meet deadlines.

This application is open for all individuals based at Abuja and shall be based at the Abuja Office

Individuals should provide the following:

- CV;
- Motivation letter;
- References list;

Please send application to Onwumah Stanley via email @ s.onwumah@yncsd.org no later than 13th August, 2019.