



## VACANCY ANNOUNCEMENT

**Title:** Monitoring and Evaluation coordinator

**Location:** Kampala

**Positions:** 1

**Reporting to:** Project Manager

**Duration of contract :** 6 months .

**MIFUMI** is a development and Women's Rights NGO working to strengthen community based and civil society responses to GBV and has been promoting protection and supporting the needs of women and children affected by Domestic Violence across eastern Uganda since 1999 through a multi agency approach. MIFUMI in collaboration with the MGLSD, MoH, the District Local Authorities and Regional Referral Hospitals in 3 districts of Mbarara, Moroto and Masaka, is implementing an Integrated GBV Prevention and Response Services Programme; to render support to Survivors of Sexual and Gender Based Violence.

Through the programme, MIFUMI in partnership with other stakeholders, ensures that effective programme management arrangements are established to achieve programme outputs , objectives and outcomes .

MIFUMI is therefore seeking the services of a qualified Monitoring and Evaluation Coordinator whose major task will be to oversee the monitoring and evaluation processes of all the activities of the Intergrated GBV Prevention and Response services in the three districts.

## INTRODUCTION

**SURGE** (Support to Uganda's Response on Gender Equality) is a UKAID funded project managed by Action Aid Uganda. This programme is to support the Government of Uganda to deliver increased Gender equality through new approaches to Gender based budgeting and support to community based groups: to prevent and respond to Gender Based Violence (GBV).

**SURGE is a five-year programme (2016 - 2020) with an** overall aim to strengthen efforts towards achieving equal access for women and men to opportunities and a life free from violence and ultimately gender equality. The programme intends to achieve this through:

- i. Building Government of Uganda capacity to lead on integration of gender and equity in public financial management. This is being spearheaded by Ministry of Finance, Planning & Economic Development and Equal Opportunities Commission
- ii. Improving public awareness and progressive change in social norms away from gender inequality and gender-based violence by MIFUMI, Action Aid and CEDOVIP.
- iii. Increasing access to safe spaces/shelter, legal, health, psychosocial services for Gender Based Violence (GBV) survivors by MIFUMI and Action Aid
- iv. Enhancing knowledge and skills of women to initiate and manage economic enterprises and
- v. Ensuring that effective programme management arrangements are established to achieve programme outputs and objectives by ActionAid.

This programme is implemented by MIFUMI which works to inspire community activism to prevent and respond to violence against women and girls (VAWG) and using the SASA! Methodology to change norms and behaviours that perpetuate violence against women and girls in Mbarara, Masaka and Moroto districts.

The following will be among others the specific duties and responsibilities of the Monitoring and Evaluation coordinator .

### **ROLES OF THE MONITORING AND EVALUATION COORDINATOR .**

- To ensure a clear performance management plan which contains targets, detailed definitions for each indicator, the methods and frequency of data collection for each indicator and who will be responsible for collecting the data.
- To develop and implement a systematic plan for gathering data and information of a high quality about what MIFUMI is doing, who MIFUMI is reaching and whether activities are being implemented as planned.
- To develop a plan for analysing and sharing data and information with key audiences who need to utilise it internally and externally to demonstrate success, to improve practice and for policy influence
- To coordinate with internal and external sector experts and independent evaluation exercises that are commissioned by management.
- To ensure project performance indicators are well defined and understood by all project staff, beneficiaries and partners
- To ensure that tools for collecting data on each indicator are available and accessible
- To support the collection of baseline information that will be used to measure change
- To coordinate and measure the setting and tracking of targets for each indicator.

**SASA! Tasks:**

- Oversee and manage quality implementation of *SASA!* in the Districts
- Train, support and supervise *SASA!* community activists
- Take a lead role in capacity building for *SASA!*.
- Supervise *SASA!* Program staff in the field to ensure quality and timely implementation of *SASA!*

**Coordination Roles**

- Support the project manager in compiling and follow ups related to monthly, quarterly and any other periodic reports and work plans.
- Participate in quarterly monitoring and evaluation of the project for effectiveness and efficiency of the project.
- Work with program staff to develop positive relationships with the *SASA!* /Community activists, leaders and community groups.
- Any other relevant duties as may be assigned.

**QUALIFICATIONS, COMPETENCES AND SKILLS**

- The candidate should have at least a Bachelor's degree in SWASA, Social Sciences, Psychology and other appropriate course. A post graduate in monitoring and evaluation will be an added advantage,
- The Candidate must have strong training and facilitation skills
- The candidate should have proficiency in computing, and expertise in data analysis using statistical software and a keen interest especially in women's rights.
- The candidate must have experience of preparing/writing project reports, a high degree of analysis and evaluation, capable of drawing on lessons learnt through a project period and able to make concrete recommendations and work with the project team to implement those recommendations which have been approved by the relevant accountability structures.
- At least 3 years' experience in the implementation of GBV work through the M&E module and systems within the NGO sector.
- Experience in designing tools and strategies for data collection, analysis and production of reports to a high degree

If you feel you meet these criteria and are interested in working within a dynamic and engaging team then deliver your application including CV, in soft copy to [hr@mifumi.org](mailto:hr@mifumi.org) with the subject "M&E Coordinator". Or hand deliver to MIFUMI Offices in Kampala (located at Plot 13, Matryr's Drive, Ministers Village, Ntinda).

Applications should be remitted not later than **15<sup>th</sup> February, 2020**. Only shortlisted candidates will be contacted.

Management,  
MIFUMI