



CHILDBRIDE SOLIDARITY (CBS)
MAROL MARKET, BOR, JONGLEI STATE

CHILDBRIDE SOLIDARITY (CBS)

PUBLIC ADVERTISEMENT FOR CBS M&E OFFICER, BOR, JONGLEI STATE, 10 JANUARY 2022

1. BACKGROUND INTRODUCTION

CHILDBRIDE SOLIDARITY (CBS) is a Bor-based South Sudanese Women-Led (WLO) and Rights Organization (WRO) that advocates for women empowerment, participation and representation in the socio-political spaces and economic arenas of South Sudan. CBS is dedicated to ending child, early and forced (CEF) marriages, sexual and gender-based violence (SGBV) by empowering adolescent girls and young women to fulfil their true potentials through active participation in and positive contribution to their society. Currently, CBS is implementing two projects, funded by CARE International and SAFERWORLD, aimed at resourcing change to promote and enhance the voices and leadership of women and girls in Jonglei state, South Sudan. Therefore, CBS wishes to recruit a highly competent, proactive, and self-driven person (female) for the position of HR & Admin Officer, to be based in Bor, Jonglei state, with emphasis on the monitoring, evaluation, learning, and reporting of performance and results, providing regular project reports to CBS management team, whilst ensuring that the project complies with all best practices and regulations in accordance with the strategic objectives of CBS, the expectations of the donor and communities of Jonglei state.

2. PURPOSE OF THE POSITION

CBS M&E officer is responsible for monitoring and evaluating project grants implemented by ChildBride Solidarity (CBS) in Bor, Jonglei state, collecting data on activity outputs and outcomes. Reporting to the Project Coordinator, the CBS M&E Officer will lead the design, implementation, and operation of M&E system from project initiation to implementation to closeout. The position holder will oversee the monitoring, evaluation, learning, and reporting of performance and results, providing regular project reports to CBS team. The position holder will provide technical leadership and oversee data management on gender-related analysis, and on-going staff training to CBS field staff officers. The position holder will lead activity efforts to strengthen monitoring and evaluation and performance reporting at the project location in Bor, Jonglei state. The post holder will strive to ensure that differentiated needs of women and men are considered, and inclusive approach is reflected through all actions and implementation of CBS activities, and gender parity is promoted for all project activities, and training meetings. The post holder will ensure that diversities based on gender, ethnicity, age, sexual orientation, gender identity, disability, religion, class, and other identities are respected across all CBS activities. The post holder will support the Project Coordinator and Executive Director in the preparation and submission of timely and high-quality progress and end of project narrative reports, which are in accordance with the donor schedule and formats.

3. SPECIFIC DUTIES AND RESPONSIBILITIES

- Lead the collection of M&E information and serve as the M&E point of contact for field staff in the project location; collaborate with CBS field teams to strengthen project activity design by ensuring that anticipated grant outputs and outcomes are clear and measurable.
- Monitor all project activities, expenditures, and progress towards achieving the project output; develop monitoring and impact indicator for the project success; and recommend further improvement of the logical framework.

- Design M&E tools such as interviews, surveys, and focus groups; and carry out M&E visits to project activity sites, recording accurate and detailed information about how CBS project activities and grants are affecting the lives of beneficiaries.
- Assist the Project Coordinator and Executive Director with development of the M&E Plan for the projects, including indicator selection, target setting, reporting, and developing M&E and performance monitoring plans.
- Collaborate with the CBS Program Team to ensure that M&E information collected for each activity and grant is feeding into CBS reporting system as well as informing future grant design and implementation.
- Take photos of project activities, and report monthly, quarterly, half-yearly and annual progress on all project activities to the CBS management and Board.
- Monitor and evaluate overall progress on achievement of results; monitor the sustainability of the project's results and provide feedback to the Project Manager on project strategies and activities.
- Provide input and update information related to project outcome on CBS website, Facebook page and twitter; provide inputs, information, and statistics for weekly, monthly, quarterly, annual, and other reports to CBS Management Team and Board.

4. Desired Qualifications, Skills and Experience

- University degree in gender studies, social studies, development studies or in a related area from any recognized university. A Diploma in combination with three additional years of qualifying experience may be accepted in lieu of the university degree.
- Working experience and knowledge of women empowerment and engagement in South Sudan, especially good understanding and experience with implementing strategies, plans and achieving objectives with Women-led (WLOs) and Women's Rights (WROs) organizations.
- Working experience and knowledge of generic procurement and logistics procedures and best practices, with familiarity with major donor and local regulations advantageous
- Proficiency in the English language, and good writing and computer skills, with strong project management skills and possession of good report writing skills.
- Strong team working, communication and interpersonal skills, and strong analytical and presentation skills, with strong organizing, coaching and mentoring skills.
- Ability to exercise conscience and non-tolerance to corruption and discrimination, and consciousness to gender and conflict sensitivity
- Ability to abide by the policies and personal code of conduct set by CBS and represent the organisation in a loyal and responsible manner.
- Ability and willingness and readiness to work under pressure and deal with difficult circumstances and complex conditions.

In making employment decisions, **CHILDBRIDE SOLIDARITY (CBS)** is an equal opportunity employer, which does not discriminate on the basis of gender, ethnicity, religion or political affiliation. Nonetheless, for this particular position, only qualified South Sudanese women are encouraged to apply. Application and resume (CV) should be submitted in non-editable format (PDF) to CBS official email: childbridesolidarity@gmail.com and copied to CBS HR/Admin, gkiircbs@gmail.com. Alternatively, Hard copy application and CV/Resume can also be delivered to CBS Bor office at Marol Market, and should include cover letter, a CV, copy of the national ID, relevant academic documents, and two referees.

Please note that incomplete applications will be excluded from further consideration. We thank all applicants for their expressed interests, but only short-listed candidates will be contacted.

Applications submitted after 5:00 pm on Monday, 10 January 2022, will not be considered.

Only qualified female candidates are encouraged to apply.