

Job title: Monitoring, Evaluation and Learning Manager

Reporting to: Chief Operations Officer

Salary: GHC180,000–GHC240,000 per annum, depending on experience

Job type: Fixed term (2 years renewable)
Full-time (40 hours per week)

Location: Ghana, with periodic travel to East Africa

About Chance for Childhood

We are child centred international non-governmental organization supporting children and young people in Africa who face inequalities such as lack of access to education and safe spaces, providing them with the tools and skills they need to build their own futures.

We don't work alone. Together with partners, supporters, children and their communities, we protect, educate and create lasting change for every child threatened by violence, neglect and conflict.

We believe that no child should have to fight for a safe, happy childhood. We exist to ensure that every child in Africa can thrive from their early years through to adulthood. Currently, we have programmes in Ghana, Rwanda, Uganda, Kenya and DRC.

Purpose of the Role

Chance For Childhood seeks to engage a committed and hands-on individual as a Monitoring, Evaluation and Learning Manager responsible for delivering high standards of monitoring, evaluation and learning across the organisation's portfolio.

The position will provide leadership in establishing a monitoring, evaluation, and learning culture across the organisation to improve quality of programme design, implementation, monitoring, reporting and learning.

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In collaboration with the programme managers, he/she will lead in the development of effective MEL frameworks and processes to ensure the organisation adapts effective monitoring systems, tools and practices.

Main Duties and Responsibilities

A. Technical Assistance and Leadership

- Provide overall monitoring, evaluation and learning to the leadership on programmes, bringing coherence to all MEL activities and setting priorities in designing and overseeing the implementation of MEL activities across the organisation.
- Work with the Programme Managers and Technical Leads, ensuring a harmonised and well-integrated approach to MEL across the organisation.
- Provide capacity strengthening and leadership of Programmes Team to ensure innovative, adaptive, and iterative learning approaches across the organisation.
- Lead the development of Theories of Change across Programmes and Projects.
- Update and lead in the implementation of the current MEL Strategy.

B. Monitoring

- Lead in the quality of program design – reviewing log-frames, results frameworks, project plans, MEL plans and ensure that it directly correlates to the programme theory of change.
- Support the Programme teams in updating log frames and provide necessary MEL guidance regarding project performance.
- Lead in the development and harmonization of M&E tools and guidelines for data collection, collation and reporting.
- Maintain a programme M&E database and ensure that the databases are updated regularly across projects.
- Capacity strengthening of programme staff and partners on relevant areas of MEL.
- Lead in conducting data quality assessment to ensure that data reported is valid, accurate and consistent while providing feedback as necessary to programme teams.
- Lead in assessing programmes against the outcomes and outputs on periodic basis.

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- Support programmes fundraising teams in developing quality programmes reports.

C. Research and evaluation:

- Work with the programmes teams to develop and implement an innovative plan for generating and sharing project research evidence and feedback across the organisation and to key stakeholders.
- Work with programmes team to design innovative and participatory monitoring and evaluation methodologies and tools to access outcomes and impacts of programmes.
- Managing evaluations independently, including evaluation design and methodologies
- With support from fundraising, communications and programmes teams develop quality case studies.

D. Learning:

- Work with Head of Safeguarding, Training and Learning to provide leadership, strategic direction, and oversight of the organisations learning approach.
- Adopt the use of digital technology to facilitate innovative strategies for shared learnings across the organisation and ensure the key learning's are incorporated in upcoming plans and interventions.
- Stay up to date with learnings from complementary programmes and adopt best practices as necessary.

Experience and skills

- Master's Degree in social sciences, Monitoring and Evaluation or other relevant subject area.
- A minimum of 7 years practical experience in designing, planning, monitoring, reviewing and reporting using project cycle management approach and sector tools such as theory of change and logical frameworks in an international non-governmental organisation or other international relief/development body.
- Ability to assess needs and gaps in MEL capacity and plan programmes of work to build capacity across the organisation.
- Experience in conducting and/ or managing review or evaluation of projects.

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- Highly organised with ability to manage the MEL of complex and multiple projects and deliver within timelines.
- Strong interpersonal and networking skills.
- Experience managing external evaluators and a clear, deep understanding of different evaluation methodologies and approaches.

How to apply

Send cover letter highlighting how your skills and experience meet the person specification (2 pages maximum) and your **CV** (including details of two referees¹). The Cover letter should include disclosure of any prior misconduct or termination of past employment, with consent to the disclosure by the former employers as part of the recruitment process.

Applications should be titled “CFC MEL Manager” and addressed to the chief operating officer. All applications should be sent to apply@chanceforchildhood.org

Closing date

All applications should be received latest GMT 23:00 hours on 23rd July 2023. Early application is encouraged as we will review applications throughout the advertising period and reserve the right to close the advert early. Only shortlisted candidates will be contacted.

Safeguarding

Chance for Childhood is committed to safeguarding everyone we encounter.

We have a zero-tolerance policy towards any abuse, neglect, and exploitation of all people. Everyone that works with us is required to share and uphold this commitment through signing and complying with our Global Safeguarding Policy and Code of Conduct.

Pre-employment checks are undertaken to ensure high standards are maintained, including a police check (or equivalent) and references.

¹ Referees will only be contacted in the event of successfully securing the role.

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