



Career with BRAC Maendeleo Tanzania

BRAC is an award-winning international non-governmental development organization, with the vision of a world free from all forms of exploitation and discrimination, where everyone can realize their potential. BRAC is a leader in developing and implementing cost-effective, evidence-based programs to assist poor and disadvantaged communities in low-income countries, including in conflict-prone and post-disaster settings. It is an organization of and for the people of the Global South, pioneering new development and social enterprise approaches to equip communities to achieve prosperity. As well as being the world's biggest NGO by number of staff and people directly reached, BRAC has regularly been ranked the number one NGO in the world by the Geneva-based NGO Advisor, an independent organization committed to highlighting innovation, impact, and governance in the non-profit sector. BRAC retained the top spot in 2020 among the top 500 NGOs for the fifth consecutive year. BRAC was founded in Bangladesh in 1972 by Sir Fazle Hasan Abed. It started its first program outside of Bangladesh in Afghanistan in 2002 and has since reached millions of people in 11 countries in Asia and Africa. BRAC has a holistic approach to development that uses a wide array of programs and social enterprises, including microfinance, education, health, agriculture, gender, and human rights. BRAC believes that every person has inherent potential, and when an enabling environment is created and that potential is unleashed, even the poorest can become agents of positive change in their own lives, for their families and their communities.

BRAC Maendeleo Tanzania is part of a leading development organization that started its operations in 2006 in Tanzania, focusing on thematic areas of Agriculture, Youth and Women Empowerment, Food Security and Livelihood

BRAC Maendeleo Tanzania is seeking applications from competent, dynamic, and self-motivated individuals to fill the following position:

Position (1): Regional Monitoring & Learning Officer-AIM

Job Location: Dodoma.

Purpose:

To support Monitoring activities and enhancing learning in Accelerating Impact for Young Women (AIM) program in Dodoma Region which aims to foster the agency and voice of adolescent girls and young women (AGYW) to act on their aspirations, to enable AGYW to engage in sustainable livelihoods and Create an enabling environment for AGYW, including support for AGYW to engage in advocacy.

The Monitoring and Learning Officer shall provide technical assistance to in-country staff pertaining to M&E and build capacity in the country mission by identifying and supporting the implementation of effective, cost-efficient and meaningful Monitoring & learning systems. The officer will work closely with program staff and partners to collect data, analyze results, and report on the program's outcomes.

MAIN JOB RESPONSIBILITIES:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.

- Assist the program team in the execution of M&E Plan, support with participants' database management, and verification of project MIS report.'
- Ensure development and testing of all data collection tools and reporting formats for Accelerating Impact for Young Women in Africa-AIM project and share with the relevant project team and Monitoring and Learning team.
- Conduct Program quality monitoring data collection, analysis and reporting using project's as per BI guidelines.

- Conduct quality control of the data through random verifications and validations
- Participate in the development of the performance indicators and support the team with tracking the progress and document learnings.
- Lead in the project monitoring process (both process and outcome monitoring), document findings and share recommendations for learning and continuous improvement of the project.

Capacity building development to the project team

- Coordinate, support and facilitate training, workshop and meetings related to Monitoring and Learning across the organization, community and implementing partners.
- Capacitate the team in securing and archiving of supporting documentation of accomplished project activities including trainings and distributions disaggregated by gender, disability status and location.

Documentation and reporting

- Compiles analyses data for specific Monitoring and learning touch points reports, and disseminate to relevant stakeholders.
- Holding/attending regional level review and reflection workshop, document findings and share with project and monitoring team as per the need.

Safeguarding Responsibilities

- Ensure the safety of team members from any harm, abuse, neglect, harassment, and exploitation to achieve the programme goals on safeguarding implementation.
- Practice, promote and endorse the issues of safeguarding policy among team members and ensure the implementation of safeguarding standards in every course of action.
- Follow the safeguarding reporting procedure in case any reportable incident takes place and encourage others to do the same.

REQUIRED SKILLS/CAPACITY:

- Interpersonal skills with ability to work both collaboratively and independently.
- Organizational skills, with ability to work and meet deadlines.
- Attention to detail and accuracy.
- Written and verbal communication skills

EDUCATIONAL REQUIREMENTS

- University Degree Preferably Information Technology, Statistics, Economics, Computer Science, Mathematics, or any other related fields.

EXPERIENCE:

- Minimum 2 years of experiences in the field of monitoring in national or international organizations
- Experience in using digital devices (tablet or cell phone) and platforms such as Kobo collect for data collection
- Expertise in analyzing data using statistical software such as SPSS, ENVIRO and STATA, GIS
- Experience in designing tools and methods for data collection, analysis, and reporting

EMPLOYMENT TYPE: CONTRACTUAL

If you feel you are the right match for the above-mentioned position, please follow the application instructions accordingly:

Candidate needs to email their CV with a letter of interest mentioning educational grades, years of experience, current and expected salary at: recruitment.tanzania@brac.net.

Only complete applications will be accepted, and shortlisted candidates will be contacted.

Application deadline: 11th July 2024

BRAC is committed to safeguarding children, young people, and vulnerable adults, and expects all employees and volunteers to share the same commitment. We believe every stakeholder and every member of the communities we work with has the right to be protected from all forms of harm, abuse, neglect, harassment, and exploitation - regardless of age, race, religion, and gender, status as an individual with a disability or ethnic origin. Therefore, our recruitment process includes extensive reference and background checks, self-disclosure of prior issues regarding sexual or other misconduct and criminal records and our values are a part of our Performance Management System.

BRAC is an equal opportunities employer.