



Monitoring and Evaluation Manager at Irise Uganda

Position Overview:

The position will establish and maintain Irise Uganda's Monitoring and Evaluation systems whilst training and building the capacity of the team to collect, enter and collate data. The role will be instrumental in securing the next phase of the organisation's growth and development and form a central part of managing a new UK Aid Direct funded project.

Irise International and Irise Uganda:

Irise Uganda partners with Irise International to support the education and empowerment of women and girls with a current focus on developing evidence based solutions to Menstrual Hygiene Management for east African school girls.

This role will be based in Irise Uganda under the joint supervision of the Country Manager at Irise Uganda and the Head of Operations at Irise International (remote support).

Responsibilities:

- 75% of time will be spent on a UK Aid Direct funded project delivering and evaluating a menstruation friendly school package in 10 schools.
- The UK Aid Direct Project will be part of an impact evaluation conducted with support from an external partner- the individual will receive training and capacity building as part of this collaboration.
- 25% of time will be spent organising similar evaluation exercises on other MHM Projects i.e.
 - Entrepreneur Project- baseline and follow-up data from entrepreneurs enrolled in Irise's projects, investigating the impact of the program on their income and household decision making power.
 - School based projects- baseline and follow-up data from pupils and teachers receiving teaching and training from Irise.
- Manage 2-3 team members involvement in data collection, cleaning and processing
- Train staff (and when applicable, community members) to collect M&E data
- Ensure data is entered accurately into databases
- Check data for inaccuracies and take immediate and medium term action to improve quality of data
- Compile data for reports
- Perform and write-up statistical analysis
- Write and share regular reports with Irise International summarising data
- Contribute to write-up of final reports and papers

An excellent applicant will:

- Be able to develop data collection tools
- Be able to analyse routine project data and provide feedback and recommendations
- Continually improve data collection and processing
- Develop tailored training to support the needs of the team
- Support project planning and review processes



- Take an active role in assessing the impact of projects
- Contribute to the development of evaluation questions and frameworks

Skills and qualifications:

- Bachelors degree in quantitative discipline, Masters degree preferred
- Experience of quantitative and qualitative methodologies
- At least 2 years experience of managing a small team (2-3 people)
- At least 3 years professional experience in the field of Monitoring and Evaluation
- Experience designing and implementing capacity building activities in M&E
- Highly proficient in excel, SPSS and other specialist software packages.
- Highly proficient in word, Power Point and able to use gmail and google drive.
- Proficient at designing data collection tools in google forms, Open Data Kit or comparable software packages.
- Experience working for a small international NGO preferred
- International and national candidates welcome

Cultural Fit:

- Strong work ethic- self motivated and able to work with minimal supervision
- Clear understanding and commitment to professionalism
- Interest in training and mentoring others to develop their skills
- Committed to ongoing skills development and training in response to the needs of the position and organisation

Terms and conditions:

Gross pay of 3-4 million Ugandan Shillings before taxes and other mandatory deductions depending on experience. Based in the Irise Uganda office in Jinja, Uganda. 40 hours per week Monday-Friday with occasional commitments outside of these hours. Estimated start Feb/March 2018.

How to apply:

Apply at the link below by completing the questions and uploading a copy of your CV and cover letter (making FirstName_LastName_M&E Manager the name of the file):
<https://goo.gl/forms/VajhPquyhWJlpMMj2>

Please note that we receive a high volume of applications and queries and do our best to respond as quickly as possible. Questions should be sent to info@irise.org.uk making "M&E Manager" the subject of the email.

The deadline for applications is 21st February 2018.