

- Position Title:** Monitoring & Evaluation Officer
- Position term:** 13 month full-time employment contract
- Position Location:** Addis Ababa, Ethiopia
- Reports to:** Project Evaluation Manager
- Works closely with:** Project Delivery Lead, Knowledge Management Team, Gender Equality & Inclusion Specialist, Country Project Coordinators, Specialty Team Managers, M&E Officer based in West Africa
- Application deadline:** November 18, 2020
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## Background

Starting in October 2020, Farm Radio will implement a short duration 7-country project for the German international development agency, GIZ. The project will use a variety of strategies to increase awareness, knowledge and uptake of good agricultural, nutrition, health and gender practices. The project will be executed in the context of the Covid-19 pandemic, which means that distance methods, not just for broadcasting but also for design and training, will be at the forefront. Countries include Cote d'Ivoire, Mali and Togo in West Africa; Ethiopia in East Africa and Malawi, Mozambique and Zambia in Southern Africa. Farm Radio has existing offices in Ethiopia and Mali and a longstanding strategic partnership with Farm Radio Trust in Malawi.

## KEY AREAS OF RESPONSIBILITY

Based in Addis Ababa, the M&E Officer will be responsible for the implementation of all monitoring and evaluation activities in Ethiopia, and three (3) of the other countries included in the project - Malawi, Zambia and Mozambique. Under the guidance of the Project Evaluation Manager, FRI's Knowledge Management Team, and the Gender Equality and Inclusion Specialist, the M&E Officer will collaborate with the Project Delivery Lead and the Project Coordinators of the four countries in the following areas:

- 1) Design and coordination of M&E activities (50%)
- 2) Data analysis and reporting (20%)
- 3) Knowledge translation and sharing (30%)

## RESPONSIBILITIES

### 1) Design and coordination of M&E activities

- Assist in the revision of the project log frame matrix, in particular with regards to performance indicators and their measurement
- Contribute to developing Gender Equality & Inclusion indicators and targets
- Contribute to developing the overall M&E strategy and framework for the project
- Develop on-going monitoring plans with relevant data collection systems.
- Contribute to recruitment of consultants to conduct formative research, baseline and endline evaluations
- Contribute to developing data collection instruments and methodologies for various M&E

activities – formative research, baseline and endline evaluations

- Coordinate large multi-country evaluation activities
- Liaise with Radio Craft and Digital Innovation specialty teams when developing M&E strategy

## 2) Data analysis and reporting

- Contribute to analysis of qualitative and quantitative M&E data collected during the project
- Prepare reports from formative research and baseline and endline evaluations
- Review work done by consultants in terms of data collection, analysis and reporting

## 3) Knowledge translation and sharing

- Interpret and synthesize technical results in order to share with policy makers, practitioners and or funders
- Prepare project publications – briefs, papers, to be shared with a wide range of audiences
- Provide inputs into project communications
- Identify lessons learned and provide inputs into project’s learning activities

## QUALIFICATIONS AND COMPETENCIES

- University degree (or equivalent experience) in social sciences, international studies, agriculture or a related field; a Master’s degree would be an asset.
- Minimum of 3 year experience working in the area of Monitoring & Evaluation
- Experience preparing log frame matrix and performance measurement frameworks
- Excellent communication and writing skills, including experience of working effectively across cultures and with diverse audiences
- Excellent skills in analysing both qualitative and quantitative data
- A team player with excellent organizational skills, who can also work independently and prioritize own workload
- Ability to work under pressure yet deliver multiple tasks on time with attention to detail and accuracy
- Good knowledge of statistical analysis and research methodologies
- Good knowledge of survey methodologies and sampling strategies
- Initiative and creative in solving problems with strong facilitation and analytical skills
- Significant experience working on gender-related issues
- Excellent level of written and spoken English required

### Applications:

**Farm Radio is an affirmative action employer. Women, people of colour and members of equity-seeking communities are strongly encouraged to apply.**

If you wish to apply for this position, please follow [this link](#). No telephone calls please.