



Jan Sahas: JD for Manager, Monitoring and Evaluation

<u>Hiring for:</u>	Manager, Monitoring and Evaluation
<u>Apply by:</u>	15th September, 2020
<u>Ideal joining:</u>	Immediate (Negotiable)
<u>For application and queries, write to:</u>	careers@jansahasindia.org
<u>Read more about us at:</u>	www.jansahasindia.org

About the organization

Jan Sahas aims to eliminate sexual violence and forced labour, with a focus on the most excluded social groups. Started in the year 2000 as a community-based entity working to end manual scavenging, today, we work intensively across 50+ districts in 10 states across northern India. We operate through ~750 full-time staff and ~5,000 village-based volunteers.

Despite our size, we remain a grassroots organization; 90% of our staff belong to communities and groups we serve – survivors of sexual violence and forced labour, single women, and Dalit and tribal communities. Enabling people, we serve to lead the fight against exclusion is central to our ethos.

Jan Sahas is committed to protecting and promoting the rights of socially excluded communities. Our work operates at the intersection of caste, class and gender, and we are deeply passionate about ending all forms of exclusion, including slavery, sexual violence, and identity-based discrimination. We aim to integrate our values – equity, dignity, transformative leadership, co-creation, and integrity – in our work as well as our interaction with each other.

About MRC : Migrants Resilience Collaborative (MRC) is a grassroots-led multi-stakeholder collaborative of nonprofit, philanthropic, and private sector actors focused on ensuring dignity, safety, security, and mobility for vulnerable migrant families across India. The Collaborative will be India's largest grassroots-led collaborative, and largest non-governmental initiative dedicated to the migrant workers and their families.

We will support 10 million workers and their families in 100 districts and cities (across source and destination) over the next 5 years with the following outcomes:

1. Delivering social security entitlements
2. Providing access to responsible and ethical recruitment
3. Strengthening tracking, worker protections, welfare, and redressal

To know more please visit at: <https://jansahas.org/mrc>

Summary:

Manager of Monitoring and Evaluation will work to ensure that monitoring and evaluation systems are consistently integrated and implemented throughout MRC activities. This involves: creating, developing, and supporting programme teams to use Monitoring & Evaluation (M&E) systems to collect, aggregate and analyze data; and playing a key role in ensuring that the reporting needs of key stakeholders are met. As a beneficiary accountability focal point, they champion beneficiary accountability within the organization and work with programme staff to ensure that beneficiary feedback is taken into account at all stages of project design and implementation.

Specific responsibilities and duties include:

- Lead the on-going development of an M&E system and tools to enable all projects to collect, aggregate and support analysis of data, in order to meet all relevant reporting requirements and to facilitate and inform project management.
- Advise and support Programme Implementation team on choice of indicators and development of monitoring plans.
- Coordinate implementation of the M&E system, M&E tools, and project monitoring plans, including training and support for project managers and field teams, support data analysis and usage.
- Lead on design and implementation of qualitative and quantitative data collection such as needs assessments, KPC surveys using recognized methods of data collection. Liaise with consultants for new survey methodologies if not experienced.
- Work with staff to develop and standardize survey tools and other data collection forms for monitoring programmes.
- Train relevant programmes staff on M&E tools, data collection and analysis and basic surveying and sampling techniques.

Implementation of M&E and coordination:

- Collect data on a regular basis to measure achievement against the performance indicators.
- Check data quality with partners.
- Maintain and administer the M&E database; analyze and aggregate findings.
- Support project progress reporting, project mid-term review and final evaluation.
- Identify areas where technical support to project partners is required. Organize refresher training on M&E for partners as required.
- Identify lessons learned and develop case studies to capture qualitative outputs of the project.
- Provide advice to the Program Coordinators on improving project & organization performance using M&E findings.

Communication:

- Produce reports on M&E findings and prepare presentations based on M&E data as required.
- Provide the Project Manager with management information she/he may require.
- Check that monitoring data are discussed in appropriate forums and in a timely fashion in terms of implications for future action. If necessary, create such discussions to fill any gap.
- Perform other duties as may be assigned by the organization.

Qualifications:

- Masters' degree in M&E related fields from any reputed institute.

- Advance certification in M&E will be advantageous.
- Minimum 4+ years of professional experience in an M&E position responsible for implementing M&E activities of international development projects.
- Experience in designing, implementing, and operating project M&E systems from project initiation to closeout stages.
- Experience in designing and managing beneficiary monitoring and database systems.
- Knowledge of the major evaluation methodologies (e.g. qualitative, quantitative, mixed-method, and impact) and data collection and analysis methodologies.
- Experience in planning and managing surveys.
- Experience in developing and refining data collection tools.
- Experience with data quality assessments and oversight.
- Ability to facilitate and serve as project liaison for externally-managed evaluations.

Reporting Supervisor:

- Selected candidates will be part of the **Program Management Unit of the Migrants Resilience Collaborative.**
- **Manager, M&E will be Reporting to Director, Programs.**

Location:

- Head office of Jan Sahas Dewas MP

Compensation:

- Commensurate with experience, and competitive based on nonprofit standards in India.

We encourage you to apply if you are interested in working with us in our journey to ensure dignity and equality for all.

How to Apply:

Interested applicant can submit their cover letter and CV in single PDF document by addressing “**why you believe you are the right fit for the Migrants Resilience Collaborative in no more than 300 words.**”

Please mention “Manager M&E MRC” in the subject line.

Jan Sahas gives equal opportunity to all individuals irrespective of their gender, caste, religion, race, sexual orientation etc. The organization promotes opportunities for women and candidates belonging to marginalized backgrounds.