

## **JOB VACANCY**

<b>Title:</b>	Monitoring & Evaluation Officer
<b>Sector:</b>	Cultural Heritage
<b>Location:</b>	Mogadishu
<b>Duration:</b>	1 year; Renewable
<b>Closing Date:</b>	28/07/2014
<b>Start of Contract:</b>	15/08/2014

### **BACKGROUND ON CISP SOMALIA CULTURAL HERITAGE PROGRAM**

Comitato Internazionale Per Lo Sviluppo Dei Popoli – CISP (International Committee for the Development of Peoples) is a development organization established in Rome in 1983, to engage against the impact of poverty and denied rights worldwide. CISP considers the community's needs as a whole and adopts a comprehensive approach towards them, providing a range of interventions tailored to the context. So far, main Geographic Areas of intervention in Somalia have been Mogadishu, Ceel Dheer, Xarardheere, South Gaalkacyo and Dhuusamarreeb. CISP's priority Sectors of Intervention include: Education, Health and Nutrition, Livelihood, Water and Sanitation, Protection, Gender, HIV/Aids, Cultural Heritage and Peace.

“**Reviving culture, building peace in Mogadishu**” is a project initiated in February 2014 in partnership with Oxfam, Somali Ministry of Higher Education and Culture and UNESCO. The overall objective of the project is to strengthen NSAs' contribution to safeguarding and promoting Somali cultural heritage as a means to increase sense of citizenship, promote sustainable development and peace through support to valorisation of culture amongst the community. In particular reviving cultural dialogue and expression in Mogadishu through renovation and promotion of a cultural heritage site, enhancing peaceful dialogue through exchange, learning and access of Somali civil society to culture; improving access of youth and women groups in Mogadishu to income generating opportunities.

This intervention will address three main areas:

1. Building the capacity of non-state actors to take the lead in protecting and promoting the revival of Somali culture;
2. Supporting cultural understanding, unity, exchange and learning amongst education stakeholders and youth through a variety of arts and the adaptation of a proven culture and art archiving and promotion data base
3. Providing technical training to youth and managerial training to women to improve the income generating opportunities.

### **Job Purpose**

The Monitoring & Evaluation Officer will oversee implementation of the project monitoring plan and will undertake routine data (quantitative and qualitative) collection and analysis on key project indicators using specifically design instruments for project monitoring.

### **Key Responsibilities**

- Undertake routine data (quantitative and qualitative) collection on key project indicators using specifically design instruments for project monitoring
- To contribute to preparation of monitoring tools including pre and post training tests
- Ensure the timely and effective implementation of M&E tools in the field
- Prepare monthly data tables for different project activities.
- Conduct monitoring visits and prepare qualitative reports
- Entry and uploading all project data into the project database
- Filing of all the project monitoring instrument used in the data collection process
- Prepare relevant monitoring data for the program quarterly reporting
- Participate in internal and external project data dissemination meetings
- Oversee the implementation and revision(s) of the Project Monitoring plan (through identifying trends from monitoring data that could impact the project outcomes, methods to updates it based on project changes and lessons learnt)
- Document key education activities including preparation of human interest stories and photographs
- Organise and conduct regular project review meetings and focus group discussions with community members and project stakeholders.
- Document best practice and lessons learnt from the implementation of the project activities by CISP and ensure that they are reported
- Ensure the privacy of personal information and confidentiality of data collected
- Perform other duties as instructed by his/her immediate supervisor

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*The position is 100% based in Somalia. Applicants should be legally able to work in Somalia.*

### **REQUIRED QUALIFICATION AND COMPETENCIES:**

- Degree or relevant qualification in a related field
- Two years' experience of data collection, management and analysis in development and/or humanitarian sector with special emphasis on Cultural Heritage and peace building programs
- Experience in the implementation of project monitoring plan
- Strong experience in quantitative and qualitative data collection
- Great attention to detail and organization skills
- Strong computer skills especially Excel and databases

- Strong analytical, writing and communication skills
- Excellent oral communication skills in Somali
- Good spoken and written English
- Demonstrate passion and commitment

### **HOW TO APPLY**

Send motivation letter outlining your skills and experience in M&E and updated CV (not exceeding 3 pages) with at least 3 references to the following email address: [camozzi@cisp-nairobi.org](mailto:camozzi@cisp-nairobi.org). Applications with unrequested attachments will be rejected.

For more information about CISP Somalia, please visit [www.cisp-som.org](http://www.cisp-som.org).

***Women are encouraged to apply***

***Please note that only short-listed candidates will be contacted***

***CISP could consider your CV for other positions***

*CISP is strongly committed to ending Child Abuse, all forms of Sexual Exploitation and Abuse, and to building a work environment that is safe and welcoming for all, where Sexual Harassment does not take place. The desired candidate for any position should share and support this commitment in all aspects of their personal and professional behaviour. Any history implicating that the applicant has a history of Child Abuse, Sexual Exploitation and Abuse, or Sexual Harassment, is a reason for excluding him or her from employment with CISP.*