Monitoring, Evaluation & Learning Director

Part-time
Arusha or Moshi, Tanzania

ABOUT GLAMI

GLAMI mentors secondary school girls in Tanzania to complete their education, develop into confident leaders, and transform their own lives and their communities. We equip girls to overcome challenges and reach their full potential because educated girls create lasting positive change. The outcome is proactive, resilient, and socially-responsible girls who secure better jobs, raise healthier families, and increase the standing of women in society.

ABOUT THIS ROLE

The Monitoring, Evaluation & Learning (MEL) Director is responsible for measuring every aspect of GLAMI's programming, evaluating our impact, and communicating results to program staff, donors and

other stakeholders. The person in this role will develop measurement tools and keep them updated, oversee data collection, seek new areas of data collection, analyze data, and create reports. The MEL Director will keep the program team updated with real-time monitoring results and conduct long-term evaluations. They will oversee a small MEL team (one direct report) and work closely with the Managing Directors and Project Managers. They will also liaise with AfricAid, GLAMI's funding partner in the U.S., to ensure that GLAMI's results are communicated to our broad community of stakeholders.

This role will be part-time throughout 2020; it will become full-time in 2021 pending excellent performance and available funding. The role can be structured as a part-time job or consultancy.

DUTIES & RESPONSIBILITIES

- Oversee data collection
  - Keep GLAMI's measurement tools (surveys, interview guides and more) up to date; make edits and create new tools as needed
  - Set parameters for data collection (e.g. sample sizes, stakeholders to be interviewed, etc.)
  - Regularly train the program teams in data collection procedures
  - Maintain a functional and efficient Salesforce database, including supporting team members' Salesforce use as needed
- Analyze and report on data
  - Perform analysis of all quantitative and qualitative data
  - Constantly track monitoring indicators and keep program teams apprised of important results
  - Develop internal reports that support improvements to program design and implementation
  - Develop external reports that effectively communicate results to external stakeholders
- Advance GLAMI's MEL efforts
  - Design and implement a randomized control trial of Binti Shupavu (together with an external researcher)
  - Package data for external reporting in grant applications, grant reports, and articles for publication
  - Work with GLAMI's partners across East Africa to collectively measure life skills and girls' empowerment programs
- Supervise the MEL team
  - Directly supervise the MEL Coordinator to collect all qualitative data and support various MEL activities
  - Indirectly supervise the MEL Intern

REQUIRED QUALIFICATIONS

- Passion for girls' empowerment and education
- 2+ years' experience in a monitoring and evaluation or research role
- Excellent written and spoken Swahili and English
- Experience developing measurement tools and carrying out data collection

- Experience analyzing data
- Strong Excel skills
- Experience using Salesforce
- Experience creating written reports on data
- A Bachelor's degree or higher, preferably in a social science or community development field
- Work authorization in Tanzania

DESIRED QUALIFICATIONS

- Experience using a statistical analysis software such as Stata or SPSS
- Experience with Salesforce administration
- Experience conducting M&E internally for an organization in East Africa
- Experience in the field of girls' empowerment and/or education

To learn more about GLAMI, please visit the website of our sister organization, www.africaid.org.

To apply, please submit a resume and a one page cover letter to monica@africaid.org.