

Job Position: Design Monitoring and Evaluation National Coordinator

PURPOSE OF POSITION:

This position reports to the Strategy Management Department Manager. Responsible for ensuring the effective design and implementation of the NO's DM&E Strategy and Business Plan. It will lead the Programme Design, Monitoring and Evaluation deliverables in alignment with WVFT National Office Strategy, LEAP 3 and DPA framework. He/She is responsible to establish a functional DM & E system that enables the production of quality annual CWB Report that can be shared to all relevant stakeholders including sponsors and donors. He/she provides support to the programmes, operations, and the quality assurance units in different division in designing, monitoring and evaluating all respective interventions. He/she also works with the DME team situated in different units of Operations Ministry in building the capacity of the DME staff and other project staff on monitoring and evaluation principles and systems.

MAJOR RESPONSIBILITIES :

1. Strengthen and ensure quality of WVFT program implication according to the Learning and Evaluation with Accountability and Planning (LEAP) and with partnership standard.
2. Link and build capacity among national and program staff (Technical Project DME Specialist and Zonal M&E) and all staff who involve in DME system by coaching and training them to be facilitator in their technical project that they respond to.
3. Develop and contextualize systems, child well-being (CWB) standards that align with country strategy and lead relevant staff to gather CWB monitor data for producing CWB report and scale up to all kind of program area.
4. Cooperate with Regional Office (EASO) in DME standard and digest into Thai context to implement effectively.
5. Identify strategic output indicators under outcome and embed into related technical projects.
6. Develop and support in transformed field development with technical program team and program effectiveness team to report achievement of Technical Program (TP) and Area Program (AP) implementation, especially sponsorship monitoring and Annual Community Review Plan.
7. Support learning and documentation of lesson learned and knowledge management to improved and promoted program achievement at all levels.

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KNOWLEDGE, SKILLS AND ABILITIES :

1. Preferably a Bachelor degree or higher in Community Development and related fields.
2. Detail oriented in individual and team work
3. Strong analytical skills and ability to link multiple concepts.
4. Able to plan and manage multiple tasks and projects at a given time.
5. Ability to actively engage and contribute to forums or meetings with academics, governments or NGOs in English.
6. Strong report writing skills in Thai or English.
7. Strong data and knowledge managements skills.
8. Able to professionally utilize a variety of basic programs (i.e. Word, Excel, PowerPoint) and preferable some graphic design or presentation programs (i.e. PhotoShop)

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หรือที่ : <http://www.worldvision.or.th/workwithus.html>