

Job Position : MEAL Department Manager

PURPOSE OF POSITION

The purpose of this position is to provide leadership and management to WVFT's MEAL department; providing technical advising, capacity building & development to ensure quality and effectiveness of all technical programs and projects (all funding sources) that contributes to the achievement of NO strategic objectives and child well-being targets. This includes adherence of all technical programs and projects to LEAP standards and requirements and alignment to country strategy. In addition, the position is also responsible in setting up a functional quality assurance mechanism for designing, monitoring, and evaluation and setting up of program accountability mechanisms in all area programs particularly a functional community-based complaints and feedback system. The person will provide leadership in maintaining databases that supports programming and D/MEAL processes such as Horizon 3 and other online platforms. Moreover, he/she will provide capacity building support to all the DME functions situated in different units in the organization on key DME processes such as assessment, design, monitoring, baseline & evaluation, learning and accountability.

MAJOR RESPONSIBILITIES

I. Technical Leadership & Management on D/MEAL

- Provides technical leadership & guidance to ensure that WVFT's programs and projects are consistently meeting common & agreed LEAP quality standards including Program Quality and Effectiveness standards, Accountability, and Horizon 3
- Provides technical guidance to Field Implementation Team on the alignment and application of LEAP 3.0 and Accountability standards in Area Programs including quality assurance mechanisms to ensure quality of programs and projects.

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- Leads the measurement and or reporting on program quality standards and indicators (on MEAL), annual impact reporting, outcome monitoring, and GNOD (on MEAL).
 - Provides technical guidance to strategy and technical teams during strategy development and designing of technical programmes & projects including grants and PNS funded projects to ensure designs and proposals meet the quality assurance standards of World Visions' LEAP 3 and donor specific guidance and requirements
2. Technical leadership/guidance during baseline and evaluation
- Leads the scoping discussions including the purpose and relevance of the baseline & evaluation.
 - Leads the development of terms of reference (or evaluation design) for baseline and evaluation and provide feedback including ToRs for engaging external consultants and research firm.
 - Organize baseline and evaluation teams and leads the coordination and communication between evaluation team and the field implementation team, technical & sector leads, resource development, programme staff and partners, and external consultants.
 - Provide technical leadership, capacity building support, and guidance during tools development, data collection; analysis and interpretation and on the use of evaluation findings
 - Ensures participation of relevant internal and external stakeholders during baseline and evaluation processes.
3. Ensures Functionality of NO M&E System and Management of Online Databases to support Monitoring, Reporting and Knowledge Management
- Leads the strengthening process of NO M&E system including standards tools, guidelines & protocols, standard reporting templates, workflows for review and approval process

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- Manages the NO M&E system and ensures staff (including managers and decision makers) access the system and utilize information to improve decision making process and enhance programming
- Leads the national office QA team to ensure all DME products or deliverables are consistently meeting partnership's LEAP and programme quality standards for better practice in the programme areas and NO level.

4. Capacity Building Support and Partnership on D/MEAL

- Provide technical support during the conduct of DME competency assessment and utilization of assessment findings and recommendations
- Work collaboratively with P&C to develop DME capacity building strategy and plan based on the result of the competency assessment
- Provide technical support during review and evaluation of the organizational DME capacity and performance
- Coordinates with P & C for any capacity building needs on DME particularly the on DME competencies

5. Team / Performance Management & Development

- Ensure plans contributes to strategic priorities
- Provides coaching, mentoring to direct reports, and supports spiritual nurturing.
- Coordinate with Division Manager and P&C to drive performance, development and wellbeing
- Create mechanisms to promote collaboration between teams and across WVFT
- Facilitate and review ongoing individual performance and development planning,

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KNOWLEDGE, SKILLS AND ABILITIES

1. At least 3 years of experience in DME, program management on various development programs and projects including HEA or emergency response
2. With strong technical expertise on DME required for the technical and sectors program and projects including grants funded projects
3. At least 3 years experience in leading teams and managing people and experience in initiating and implementing organizational change.
4. Demonstrated ability to design and/or adapt programme quality and accountability standards and facilitate application
5. Experience in establishing knowledge management or information management system , and other databases to support DME and programming
6. With strong facilitation skills and techniques
7. Networking and building partnerships, both within an organization, and with external partners and stakeholders
8. Understanding of latest developments, research, and trends in the field of education in low income countries (and especially early grade reading).
9. Knowledge and skills in assessment of learning outcomes.

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