



## **JOB TITLE: Monitoring and Evaluation Officer**

**Location:** Arusha Tanzania

**Job Type:** Full time contract

**Application Deadline:** 25/01/2025

### **About Dorcas Aid International**

Dorcas sees a world where people are marginalised by poverty, exclusion and crisis. We also see the potential of these people and their communities to flourish despite their difficult circumstances. We support those in need, regardless of their religion, race, gender or political opinion. We invest in resilient communities where everyone can participate. We support more than one million people every year. When a disaster or a crisis occurs, we provide humanitarian assistance and support communities to rebuild themselves. At the same time, we invest in structural solutions to poverty and social exclusion. In our work, we are accountable, compassionate, determined and locally led.

### **Role overview**

As a Monitoring and Evaluation Officer, you will play a key role in ensuring the effectiveness and impact of Dorcas' programmes. You will be responsible for developing and implementing systems to track project performance, analyse data and support evidence-based decision making across our initiatives.

### **Key responsibilities**

- Design and implement monitoring and evaluation frameworks for ongoing projects.

- Develop data collection tools and methodologies to ensure accurate, timely, and reliable information.
- Analyse and interpret data to assess programme performance and impact.
- Prepare and present comprehensive reports on project outcomes, lessons learned, and recommendations.
- Provide technical support and capacity building to project teams on monitoring and evaluation practices.
- Collaborate with field staff, donors, and stakeholders to ensure alignment with programme objectives and goals.
- Ensure compliance with donor requirements and international best practice in monitoring and evaluation.

## Qualifications

- Bachelor's degree in social sciences, international development or related field (Master's added value).
- At least 3 years of experience in monitoring and evaluation in a humanitarian or development context.
- Strong knowledge of M&E tools, methodologies and data analysis techniques.
- Proficiency in Microsoft Office suite (Excel, Word, PowerPoint) and statistical software (SPSS, STATA, etc.).
- Ability to work both independently and as part of a team in a multicultural environment.
- Strong communication, organisational and problem-solving skills.
- Fluent in English (written and spoken); knowledge of Kiswahili is a plus.

## What we offer

- A dynamic and supportive work environment.
- Opportunities for professional development and growth.
- Competitive salary and benefits package.

- The chance to contribute to meaningful, life-changing work in communities in vulnerable situations.

### **How to Apply:**

- To apply, please submit your CV, a cover letter, and any relevant supporting documents to the Dorcas email: [office@tanzania.dorcas.org](mailto:office@tanzania.dorcas.org) by **25/01/2024**. Please mention "Monitoring and Evaluation Officer application" in the subject line of your email. ***Only shortlisted candidates will be notified.***

Dorcas is an equal-opportunity employer. Women are highly encouraged to apply.

Make a difference with Dorcas today!