



## VACANCY ANNOUNCEMENT

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### **Monitoring, Evaluation, and Learning (MEL) Officer Inclusive Socio-Economic Development Project in Beni Mellal Khenifra (ISED-BMK)**

#### **Project Description:**

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FHI 360, a US-based non-profit organization seeks qualified candidates for the position of Monitoring and Evaluation Officer based in the Beni Mellal to support a USAID-funded project to promote socio-economic inclusion within marginalized areas of Morocco through the improvement and institutionalization of participatory governance, and enhancement of business and livelihood opportunities in the Region.

#### **Position Description:**

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The MEL Officer will contribute to the implementation of the MEL plan by developing monitoring tools, implementing systems to safeguard the collection and management of project data. The MEL Officer will also play a lead role in the analytical aspects of MEL, including tracking and documenting project learning through a planned approach such as Scenario Planning (SP), Outcome Harvesting (OH), and Most Significant Change (MSC).

The MEL Officer reports to the MEL Officer. She/he will be based in Beni Mellal and is responsible for the following:

- Support the application of Collaborating, Learning, and Adapting (CLA) principles to inform project implementation and management.
- Support the adaptation of MEL tools to meet program needs, which may include pre- and post-tests, focus group interview protocols, community survey tools, and baseline, mid-term, and end-line survey instruments.
- Manage and safeguard data collection and ensure MEL data/documents are systematically collected, processed (cleaned), and archived effectively for all project activities, including activities implemented by sub-grant recipients (CSOs, cooperatives, small and medium businesses, and others as needed).
- Regularly update the project PowerBI dashboard.
- Analyze collected data and advise project management on needed program revisions.
- Contribute to written performance reports for funder and other project deliverables.
- Other MEL tasks as needed.

#### **Minimum Qualifications:**

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- Bachelor's degree or its international equivalent in social science, management, international development, monitoring and evaluation, or a related field; master's degree or above or its international equivalent preferred.
- Minimum of five (5) years of related work experience, three (3) years in Morocco preferred.
- Experience managing and executing monitoring and evaluation activities for donor-funded programs, including experience monitoring, and evaluating policy reform and/or capacity development activities.



- Demonstrated abilities in qualitative and quantitative MEL methodologies appropriate to complex change processes and capacity development, and in knowledge management and organizational learning.
- Experience coordinating with governments, ministries and/or local NGOs, as well as local communities, for design and implementation of surveys and other data collection techniques, including those that address capacity weaknesses, preferred.
- Proven interpersonal and communication skills and the ability to lead multidisciplinary teams.
- Oral and written fluency in French, Arabic, and English is required.
- Ability to effectively use statistical analysis software such as STATA and SPSS desired.

**Start date:** October 1, 2023

**Post location:** Beni Mellal, Morocco

## To Apply

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Please submit a copy of your CV and a cover letter to: [Morocco.ised@fhi360.org](mailto:Morocco.ised@fhi360.org) and put in the subject line of your message: "MEL OFFICER". The application package includes:

- A copy of your CV
- A cover Letter.
- Three professional references of similar positions.

CVs will be reviewed as they are received and will continue to be received and reviewed until the position is filled. The selected candidate must commit to living full-time in Beni Mellal city.

Applications must be received not later than September 15, 2023, at 23h59 Rabat Time.

The ISED-BMK project is strongly committed to hiring qualified women, young people, and people with disabilities and would like to receive their CVs as well as those of other qualified people.

FHI 360 is an equal opportunity employer and encourages qualified women, youth, and people with disabilities to apply. FHI 360 does not discriminate on the basis of race, religion, gender, ethnicity, age, disability or on any other basis unrelated to the skills and experience of the applicant.