**Job Description**

**Measurements and Evaluations Director**

**Reports to: Executive Director**

**Job Summary**

The Director of Monitoring and Evaluation will develop tools and mechanisms to aid in monitoring and evaluating EFI’s projects and programs. The Director will also undertake research and prepare surveys and other data collection activities. The Measurements and Evaluations Director can work remotely, providing an opportunity for a diverse range of candidates to apply.

KEY RESPONSIBILITIES AND DUTIES

• Design and develop appropriate frameworks and measurement systems for effectively monitoring and evaluating EFI programs and projects.

• Monitor the work of EFI partnership programs and prepare progress reports as necessary.

• Develop key performance indicators for critical activities undertaken by EFI and develop feedback mechanisms to address deficiencies and improve program impact.

• Collaborate with the relevant Regional Directors/Partner Agency Contacts to ensure collation and compilation of data and statistics to prepare reports.

• Undertake statistical analysis on activities carried out and prepare reports to enhance program impact.

• Facilitate capacity building to monitor and evaluate EFI’s curriculum, training, and partnerships programs.

• Utilize Kintone and Enable software tools to build comprehensive data storage and organization systems.

• Create interview schedules for semi-formal interviews, assisting field workers in asking appropriate questions of clients to build a robust collection of testimonies and narrative-based qualitative data.

QUALIFICATIONS AND EXPERIENCE

• A bachelor’s degree in social science, preferably with statistics, research, and evaluation components.

• A minimum of two (2) years’ experience in a monitoring and evaluation environment is desired.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

* Sound knowledge of research and evaluation principles and methods
* Good analysis and evaluation skills
* Well-developed presentation and writing skills
* Good planning and organizing skills
* Creative problem-solving skills
* Comfortable with multicultural contexts and communication styles
* Must be a follower of Christ, in line with EFI’s core principles of a gospel-centered approach.
* Must be willing to undergo one week conservation agriculture training.
* Some travel may be required.

This Job Description should not be interpreted as exclusive as the job may occasionally require other duties to be done as may be seen fit by the Executive Director. This is in no way a complete representation or list of all jobs that may be required and EFI reserves the right to change or amend such job description as needed to accomplish the mission of EFI.