



United Nations
Educational, Scientific and
Cultural Organization

Job Announcement (Reference No. JUB/ED/17/49)

Date Issued: 3 April 2017

Designation: National Programme Officer (Education) – Monitoring and Evaluation

Organizational Unit: UNESCO Juba Office

Grade: SB4/1

Type of Contract: Service Contract

Duty Station: Juba with frequent travel to the field

Position open to: South Sudanese nationals only

Duration of contract: 3-months of probation period. Extension depends on satisfactory performance.

Dateline for submission of applications: 18 April 2017.

Background and Position Purpose

Under the Global Partnership for Education (GPE) Program in South Sudan, the United Nations Educational, Scientific and Cultural Organization (UNESCO) in partnership with the Ministry of General Education and Instruction (MOGEI) and UNICEF is rendering support to out-of-school children (OOSC) interventions, which include undertaking OOSC study to update the 2013 OOSC study, design new appropriate OOSC interventions based on recommendations of the 2017 OOSC study, and manage implementation of the existing OOSC interventions.

Working in close collaboration and coordination with the UNESCO Juba Education Team, the incumbent will provide technical assistance to support the implementation of the OOSC project activities.

Main Duties and Responsibilities

Under the overall authority of the UNESCO Juba Head of Office/Representative to South Sudan and under the direct supervision of the Education Program Officer and working in close collaboration with the UNESCO Juba Education team, the incumbent will provide programmatic and management support for the UNESCO Juba education project, and in particular the OOSC project. Specifically, the incumbent will:

1. Assist in the implementation of the activities outlined in the OOSC project work plan
2. Assist in preparing project progress reports and preparation of IEC materials

3. Assist in the design of appropriate monitoring and evaluation system and tools; data collection, processing, analysis and reporting process; and in maintaining an up-to-date database of the project monitoring and evaluation activities results.
4. Assist with representing UNESCO in the AES Advisory Group meetings and other relevant fora/events.
5. Undertake any additional tasks and responsibilities as assigned by the Head of Office, UNESCO Juba.

Qualifications and Requirements

Experience

At least 3-5 years of working experience in education project implementation at middle management level.

Education

Minimum Master Degree in Education, Social Sciences, Statistics, Business Administration, and a related field.

Competencies

Proven research and analytical skills; good computer skills especially MS Office and software for database; ability to work independently on delegated tasks; excellent skills in both oral and written communication; ability to work in a team; keen interest in various aspects of education; proven ability to work independently under pressure and in multi-cultural setting; and ability to integrate gender perspective in all activities of the project and apply analysis and mainstreaming concepts (whenever feasible).

Language

Excellent written and spoken English.

How to apply

Applications in **hard copy** should be sent to:

UNESCO Office Juba, South Sudan

South West of UNMISS Tongping, Juba.

Or by e-mail: j.recruitment@unesco.org

Application should include: **Motivation letter, CV, and 3 reference contacts.** The **post number and post title** should be indicated on the envelope or the e-mail subject.

Only pre-selected candidates will be contacted. The applications of the non-selected applicants will be retained by UNESCO for reference.

Women candidates are strongly encouraged to apply