



**INTERNATIONAL INSTITUTE OF TROPICAL AGRICULTURE (IITA)**  
**INTERNAL & EXTERNAL**  
**ADVERTISEMENT**

Ref:IITA-HR-NRS2017-0014	Position: <b>Monitoring &amp; Evaluation Officer I (2 Positions)</b>
Locations: Ibadan	Recruitment Type: National (3-year renewable contract)
Date Posted: 14 <sup>th</sup> March 2017	Closing Date: 29 <sup>th</sup> March 2017

The International Institute of Tropical Agriculture seeks suitable Nigerian for the position below at the Institute's headquarters in Ibadan.

<b>Position</b>	<b>Responsibilities</b>	<b>Qualification</b>
<b>Monitoring &amp; Evaluation Officer I</b>  <b>(2-Positions)</b>	<ul style="list-style-type: none"> <li>• Assist in designing/reviewing IITA's M&amp;E systems and reporting template;</li> <li>• Assist in maintaining all M&amp;E report and data management systems across IITA's programmes and projects;</li> <li>• Support IITA's regional staff on M&amp;E implementation and systems;</li> <li>• Assist in conducting M&amp;E workshops for staff members, partners, and beneficiaries;</li> <li>• Develop performance matrices, data matrices, and data tools for data management;</li> <li>• Develop M&amp;E plans for programmes, projects, units, and sections/subsections within IITA;</li> <li>• Review objective hierarchy and logical framework matrices (activities, processes, inputs, outputs, outcomes and impacts) of projects under the hub;</li> <li>• Determine information needs of project managers, partners, and cooperating institutions;</li> <li>• Identify and design performance questions, key indicators and targets for</li> </ul>	HND/BSc in Mathematics, Statistics, Economics, Social Studies, Development Studies or related field with at least Three (3) years' experience performing same role.  <b>Competencies</b>  Ideal candidate must have: <ul style="list-style-type: none"> <li>• Microsoft office skills and strong quantitative background.</li> </ul>

	<p>each project;</p> <ul style="list-style-type: none"> <li>• Agree with stakeholders on how to record, report, and analyse progress against targets; and design formats for reporting on progress;</li> <li>• Undertake and facilitate the M&amp;E plan implementation, regularly revising and updating performance questions, indicators, methods, formats and analytical processes;</li> <li>• Assist in conducting and monitoring site visits;</li> <li>• Participate in evaluations (baseline, mid-term, end of project), internal and external impact assessment studies;</li> <li>• Provide mentoring and coaching in performance assessment to M&amp;E focal persons through on-site and on-line meetings;</li> <li>• Perform any other duties as may be assigned by the supervisor.</li> </ul>	
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**REMUNERATION:**

We offer highly competitive salary with equally attractive benefits and excellent working conditions in a pleasant campus environment.

**METHOD OF APPLICATION:**

Interested applicants should complete the online application attaching detailed curriculum vitae saved with their names in Microsoft word format to IITA website: <http://www.iita.org/careers> no later than Two Weeks from the date of this publication. The application must include the names and e-mail addresses of three professional referees which must include the applicant’s current or previous direct Supervisor, professional colleague and evidence of current remuneration package.

**IITA is an equal opportunity employer and particularly welcomes applications from female candidates.**