



*Transforming African Agriculture*

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

Ref:IITA-HR-NRS2017-027	Positions: <b>Monitoring and Evaluation Officer</b>
Location: Ibadan	Recruitment Type: National (3 year renewable contract)
Date Posted: 9 <sup>th</sup> June 2017	Closing Date: 25 <sup>th</sup> June 2017

The International Institute of Tropical Agriculture seeks suitable Nigerian for the positions below at the Institute’s headquarters in Ibadan:

<b>Position</b>	<b>Responsibilities</b>	<b>Qualification</b>
<b>Monitoring and Evaluation Officer (Ibadan)</b>	<p>Successful candidate will among other things perform the following duties:</p> <ul style="list-style-type: none"> <li>• Work with program/project teams to develop M&amp;E frameworks (data matrices, data collection tools and M&amp;E plans for reviews)</li> <li>• Review key program/project information such as sources of data, collection methods, responsible persons, frequency, and cost of data collection.</li> <li>• Work with program/project teams to gather data from primary sources as stipulated in M&amp;E plans, store and ensure entry of quality data</li> <li>• Submit to the M&amp;E Manager initial statistical analysis of data and reports.</li> <li>• Support the review of the institutional M&amp;E plan including indicators, sources of data, collection methods, roles and responsibilities;</li> <li>• Provide inputs into the development of alternative strategies for implementation of M&amp;E activities when needed</li> <li>• Provide capacity building support to IITA staff and partners by explaining the approach, methodology, and tools</li> </ul>	<p><b>Qualification:</b></p> <p>MSc or equivalent in Agricultural Economics, Mathematics, Statistics, Development Studies with Four (4) year’s work experience preferably with an international organization.</p> <p><b>Competencies:</b></p> <p>The ideal candidate must have:</p> <ul style="list-style-type: none"> <li>• Excellent monitoring and evaluation skills in designing and conducting survey exercises, data collection (key stakeholder interviews, focus groups, surveys, and secondary data analysis) and data management.</li> <li>• Experience in the use of electronic data collection systems such as ODK.</li> <li>• Experience in performing basic statistical analysis and interpreting results correctly.</li> <li>• Good verbal and written</li> </ul>

	<p>for data collection; describe the roles and responsibilities of partners involved; and outline the supporting procedures for data collection, quality control, analysis and reporting;</p> <ul style="list-style-type: none"> <li>• Conduct regular assessment of IITA staff and partners' capacity to implement Monitoring, Evaluation &amp; Learning activities as basis for designing, organizing and undertaking appropriate capacity building activities on ME&amp;L;</li> <li>• Conduct baseline, mid -term and end of project evaluation;</li> <li>• Provide inputs into consolidated progress reports for project management, in accordance with approved reporting formats and timing;</li> <li>• Support staff and implementing partners in preparing progress reports, assess and provide feedback on reports in terms of data gaps, challenges, and actions needed;</li> </ul>	<p>communication skills in English,</p> <ul style="list-style-type: none"> <li>• Good personal organization, and interpersonal skills</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 at IITA website: <http://www.iita.org/careers> attaching their cover letter with detailed curriculum vitae saved in a single file in Microsoft Word format 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.**