



Vacancy Announcement

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Nepal National Social Welfare Association (NNSWA) is a non-governmental and non-profit making organization working since 1990 with "vision of an equitable society" and focuses to 3D community (Dalit, Disable and Deprived). There are various integrated programs implemented by the organization with the financial and technical support of INGO and donors. Nepal National Social Welfare Association (NNSWA) has been implementing Promoting Community Engagement and sponsorship Management and Inclusive Quality Education (PCESP/IQE) Project in the Krishnapur Municipality, Kanchanpur district of Sudur Paschim Province under the partnership of World Vision International Nepal (WVI Nepal) from 2022. To implement the PCESP/IQE projects NNSWA announced a vacancy for recruiting the vacant post in the project as described below.

1. Post: MEAL (Monitoring, Evaluation Accountability and Learning) Officer
Duty Station: Kanchanpur
Required number: 1 (One)
Workplace: PCESP/IQE Project Office, Kanchanpur District

Summary of the Job:

Under overall supervision and direction of Executive Director of NNSWA and direct technical supervision of the Project Coordinator of PCESP/EQE, the purpose of the position will be responsible to provide technical support to program team on recording, compiling, verifying, analyzing, and updating programme information, support programme in conducting quality monitoring visit, monitor complaint feedback system and provides periodic feedback to the programme team for data-based decision making. Furthermore, this position will provide necessary support to project team for periodic baseline, evaluation, and outcome monitoring process in the assigned program areas and to improve the quality of programmes and information management through improved monitoring and accountability system in the programme areas.

Academic Qualification and Experience

Bachelor's degree in social science or development studies in the field relevant to MEAL (monitoring, evaluation accountability and learning). At least 2 years of proven experience working with Civil Society Organization or related in the field of MEAL (monitoring, evaluation accountability and learning) sector.

Sector Knowledge, Skills & competency:

- Knowledge on MEAL/M&E plan and logical framework
- Sound knowledge of qualitative and quantitative data collection methodologies and data analysis.
- Effective written and oral communications skills including presentation and reporting skills.
- Computer and Technology literacy; Good computer skills including Word, Excel, PowerPoint,
- Ability to work under pressure.
- Develop tools to collect information against indicators and knowledge on digital data collection.
- Demonstrate collaboration & team building skills.
- Confidence to represent in district, government, and other like-minded organization on the behalf of project and organization.

Application Submission Date:

The vacancy is open for all qualified Nepali citizens and request to apply your application through the online link by 5 March 2024 till 5.00 pm. Application link: <https://nnswa.org.np/apply>

Note:

- Only Short-Listed Applicants/Candidates will be called for further selection process.
- All rights are reserved to Nepal National Social Welfare Association (NNSWA) for selecting or rejecting or cancelation of the announcement without any clarification.

NNSWA
Staff Selection Committee
February 28th 2024