

Position: Monitoring & Evaluation Officer

Location: Tanzania (frequent upcountry travel required)

Duration: 12 Months (Full-time, project-based)

Application Deadline: 18th April, 2025.

About the Role:

Sheria Kiganjani is looking for a **Monitoring and Evaluation (M&E) Officer** to lead the design and execution of data-driven systems to track, measure, and optimize the impact of a multi-regional youth economic empowerment initiative. The M&E Officer will play a central role in ensuring the integrity of project results by supporting real-time data collection, conducting performance assessments, generating analytical insights, and ensuring compliance with internal and external reporting standards. This role is essential in transforming field data into actionable learning and providing evidence for continuous improvement and adaptive management.

Key Responsibilities:

1. Manage project-specific M&E frameworks, tools, and performance indicators to assess impact and effectiveness across all regions.
2. Lead baseline, midline, and endline assessments, including data collection planning, training enumerators, and managing field logistics.
3. Analyze both quantitative and qualitative data to generate regular reports, dashboards, and donor deliverables.
4. Work closely with technical leads and Regional Coordinators to embed M&E systems into daily implementation.
5. Facilitate data quality audits and ensure ethical data collection, storage, and usage practices.
6. Support the identification and documentation of success stories, learning briefs, and impact case studies.



Sheria Kiganjani

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7. Integrate feedback loops and adaptive management strategies to improve project responsiveness and youth engagement outcomes.

Requirements:

1. **Bachelor's degree** in Statistics, Economics, Social Sciences, Monitoring and Evaluation, Development Studies, or a related field.
2. **Master's degree or specialized M&E certification** is an added advantage.
3. Minimum of **5 years of experience** in M&E roles within youth development, livelihoods, or economic empowerment projects.
4. Proven ability to design and implement M&E systems for large, multi-site projects.
5. Advanced knowledge of data collection and analysis software.
6. Strong writing and reporting skills, with the ability to synthesize complex data for multiple audiences.
7. Familiarity with participatory M&E and working in rural settings is highly desirable.
8. Proficiency in **English and Swahili** is required.

How to Apply:

Interested applicants should send their **CV** and **application letter** to info@sheriakiganjani.co.tz with the subject line: *Application for M&E Officer*.