

## Senior Officer – Monitoring & Evaluation

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Company: Global Career Company

Location: Kenya

Category: business-and-financial-operations

**AGF will be interviewing for this role during the Careers in Africa London Summit on the 18th and 19th of April 2024.**

The Senior Officer will support the Monitoring and Evaluation (M&E) Department in designing, implementing, and managing a monitoring and evaluation system that effectively and efficiently analyzes the economic, environmental, and social impacts of AGF's activities. The role is to support the M&E Department in designing, implementing, and managing a monitoring and evaluation system that effectively and efficiently analyzes the economic, environmental, and social impacts of AGF's activities

### **Key Roles and Responsibilities**

**Contribute in developing and implementing Monitoring & Evaluation frameworks and systems** : Design and develop M&E frameworks and systems that align with AGF's objectives and goals, Identify and recommend appropriate indicators to measure progress and impact, Develop monitoring plans, data collection tools, and reporting templates.

**Monitor program progress and performance** : Collect, collate and analyze data from different sources, Provide regular feedback to the Executive Committee on progress and performance against AGF's objectives, Identify areas for improvement and recommend corrective actions, Ensure that M&E data is accurate, complete, and timely.

**Evaluate program impact and effectiveness:** Conduct impact evaluations and studies to assess the effectiveness of AGF's activities (guarantees and technical assistance), Collect and analyze data to evaluate AGF's impact and effectiveness, Prepare reports and

presentations to communicate findings to AGF's stakeholders.

**Provide technical support and capacity building:** Provide technical support to AGF's staff on M&E processes, tools, and systems, Build the capacity of AGF's staff to conduct M&E activities,

Organize and facilitate training and workshops.

Ensure compliance with stakeholders' requirements: – Ensure that M&E activities comply with stakeholders' requirements and standards, – Prepare regular reports to stakeholders on AGF's progress and performance, – Work with AGF staff to ensure that guarantee and technical assistance activities are aligned with stakeholders' requirements.

### **Personal Specification**

Masters' degree in Statistics, Economics, Finance, Social Sciences or related field.

At least 7 years' progressive experience with a proven track record of monitoring and evaluating activities focusing on economic, environmental, and social development, through financing and technical assistance activities related to SMEs.

Good understanding of financial institutions approaches to SME lending and SME risk mitigation strategies.

Possess technical familiarity with the best practice evaluation methods and standards.

Good knowledge of the guarantee and technical assistance activities.

Familiarity with donor reporting requirements and standards.

Excellent written and verbal communication skills with excellent report writing skills.

Proficient in both English and French languages.

Excellent project management skills.

Strong analytical skills, including experience with data analysis software (e.g. Excel, SPSS, SAS).

Strong conceptual and strategic-thinking skills.

Self-driven individual with a passion and flair for helping SMEs succeed.

Team player with strong interpersonal and leadership skills.

Excellent IT skills.

The position is open to bilingual French and English speakers from any African country.

**Be able to attend the recruitment Summit in London on the 18th or 19th of April 2024**

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