JOB DESCRIPTION: MONITORING, EVALUATION AND LEARNING ASSOCIATE

Maliasili is a dynamic and innovative organization that is taking a different approach to drive conservation impact in Africa. We find the best local African conservation organizations and make them better by strengthening their organizational performance, leadership, and resourcing so that they can achieve greater impact. Our partner portfolio includes outstanding local and national organizations working at the forefront of wildlife conservation, land restoration, and coastal fisheries. Our partners are pioneering conservation approaches grounded in community and indigenous land rights, generating economic opportunities from nature-based businesses, and restoring ecosystems across many of Africa’s most important landscapes.

Since its founding over a decade ago, Maliasili has built a portfolio of roughly 40 partners working across over 35 million hectares of critical landscapes and ecosystems in seven countries. We have helped our partners generate or leverage more than $15 million in funding for their work; developed a growing set of tools to help improve their organizational performance, and supported many of our partners to significantly grow their impacts in the field. Our goals are to build a portfolio of Africa’s best local conservation organizations, help them collaborate and learn from each other, and scale up their community-based conservation work on the ground and their leadership capacity within the conservation field.

Maliasili’s 2025 strategic plan describes an ambitious growth trajectory focused on tripling our portfolio of partners, expanding our geographic reach, and catalyzing a new generation of African conservation leadership. To actualize these ambitious goals, we are looking to expand our team, and we are recruiting for a Monitoring, Evaluation and Learning Associate.

Roles and Responsibilities

The Monitoring, Evaluation and Learning Associate supports Maliasili’s Monitoring, Evaluation and Learning (MEL) department in all activities related to data collection, management, and analysis. The core responsibility of the Monitoring, Evaluation and Learning Associate is to ensure all data systems function in support of the mission of the organisation.

Understanding and Supporting Maliasili’s Theory of Change: The Associate will be expected to work closely with the MEL coordinator to understand and use Maliasili’s theory of change (ToC) as the foundation for all MEL systems. It is expected that the Associate will regularly participate in the development, review, and improvement of Maliasili’s ToC.

Monitoring: The core responsibilities of the Associate role will be to manage Maliasili’s data systems. These include:

● Lead and manage the execution of all established data collection tools and methods across the organisation, providing support to the team to collect quality data.
- Support the refinement of our current monitoring tools and the design of new data collection tools to fill gaps, increase efficiency, and improve the accuracy of data collection.
- Clean and verify datasets, inputting and managing data in Maliasilis’s data management systems.
- Support the design, improvement, and growth of Maliasilis data management systems.
- Compile and organize data for analysis.

**Data Analysis and Visualization:**
- Participate in internal evaluation processes.
- Support any external evaluation processes
- Lead in presenting data in a visually appealing way that enables collaborative data interpretation.
- Work with the Maliasili team to combine experience with data to develop insights and learnings. This may include facilitating participatory sessions.
- Provide customized data sets and information as needed to Maliasili’s team.

**Reporting and External Communication:**
- Support the development of internal reports that present findings and results from evaluation processes.
- Work closely with our communications team to ensure MEL findings support our communications and fundraising efforts.
- Support Maliasili’s internal efforts, including but not limited to strategic planning, communications, and fundraising.

Additionally, the Monitoring, Evaluation and Learning Associate may have responsibilities including, but not limited to, the following:
- Supporting our portfolio team and our partners with monitoring and evaluation processes;
- Taking notes and analyzing outputs of meetings and workshops;
- Support the planning and execution of events.

**Skills and Characteristics**
The core responsibilities above describe the work of the position. The following additional attributes will be necessary for the role fit to be a success:
- Educational background in data science, computer science, monitoring and evaluation, or related fields. Master’s degree preferred.
- Minimum of 5 years working experience.
- Foundational knowledge and curiosity about monitoring, evaluation, and learning and practical applications in the work of the nonprofit sector.
- Exceptional capabilities with Microsoft Word, Powerpoint, and Excel.
- Experience with Salesforce is desired, not required.
- Knowledge of various qualitative and quantitative data collection methods, including but not limited to surveys, interviews, focus groups, and document reviews. Specific experience with Survey Monkey and Google Forms is an asset.
- Basic knowledge of statistics.
● Entry-level skills for analyzing and interpreting qualitative data, we demonstrated competence in content and thematic analysis. Ability to explain in plain language how the analysis process works to lay persons.
● Strong abilities to present results and findings, produce clear and compelling reports, and present data in a visually engaging way. Passion for making data accessible to a diverse range of lay persons.
● Ability to design and facilitate participatory data analysis and interpretation processes.
● Outstanding ability to manage multiple processes in a dynamic environment and deal with problems adaptively.
● Passion for Maliasili's mission to contribute to the development of organizational excellence and impact in African natural resource management and conservation organizations.
● Interest in natural resource management, rural development, and land tenure in East and Southern Africa.
● A team player who can work independently but also enjoys working with a fun team.
● Someone who is driven to achieve, eager to learn and grow, and enjoys a good laugh.

Location
This is a remote, work-from-home position, preferably located in East Africa. Regular travel to partner field sites and offices is to be expected. Applications from nationals of African countries are strongly encouraged.

Benefits and Compensation
Maliasili offers a competitive salary for this position, commensurate with experience. Other benefits include health insurance, retirement plan, a home office stipend, and unlimited, discretionary paid leave.

Process
Interested candidates can apply by sending a cover letter and resume in PDF format to recruitment@maliasili.org by 3rd June 2023. We will conduct three rounds of interviews and anticipate the process to last approximately four weeks from 12th June 2023.