

About the Firm:

JaRco Consulting is an African development consulting firm that specializes in the monitoring, evaluation and data collection of development programming and interventions at the regional, national, and local levels. We are dedicated to improving evidence-based interventions and programs for the well being of individuals and communities throughout Sub-Saharan Africa. JaRco's clients include UNICEF, WFP, the World Bank Group, IFPRI, London School of Hygiene and Tropical Medicine to name a few.

JaRco has a young and dynamic international and local team. We are always looking for energetic independent thinkers to add to our institution. JaRco is one of the few consultancy companies in Ethiopia which has expanded our portfolio internationally. This is due to the value we hold for the ideas and innovations our team brings. We are currently inviting applicants for a leadership position as the M&E Program Director.

For more information, please also visit www.jarrco.info.

Position: Program Director

Supervisor: Executive Director

Employment Duration: Full time

Salary Range: 50,000 – 60,000 USD/Per annum (Gross Salary) plus benefits

Location: Addis Ababa, Ethiopia

Position Summary:

This senior position leads a team of professionals that oversee JaRco's portfolio of research projects. The position is critical to the success of JaRco's program quality, market position, reputation, and growth. The position spans a wide range of technical program areas and various types of research methodologies. The Program Director supervises approximately 7-10 technical staff at any given time, managing both national and international teams. The position is responsible to provide significant high-level guidance and engagement in the design and development of our programs, implementation, and monitoring of JaRco's portfolio.

Essential Job Functions:

As a core member of the senior team, you will be expected to work autonomously and deliver on project phases on time and on budget. We will help you achieve your goals by continuous professional development and regular career progression sessions. The Program Director provides overall leadership for the program department and supports the Executive Director in setting strategic direction. The Program Director ensures technical quality standards and develops key external relationships with potential partner agencies to advance and expand JaRco's work.

The Program Director oversees the design and development of research methodologies and protocols, provides technical support to program implementation in the field, provides technical input and oversight of the data management analysis process and is responsible for ensuring each deliverable is of the highest quality.

Specific Responsibilities:

- 1) Provide technical expertise and support related to design monitoring and evaluation systems, socioeconomic studies, development research and project evaluations.
- 2) Responsible for ensuring high-quality finalization of deliverables for the client.
- 3) Work with the Research and Operations Specialist to coordinate and supervise various forms of data collection (including large field surveys). Ensures the timely submission of all contracted deliverables.
- 4) Prepares quality documentation of JaRco's products, resources, and materials.
- 5) Represents the company in meetings and acts as the lead in liaising with clients regarding all stages of the project process.
- 6) Manages program staff and other short term consultants or employees that are recruited under the program department.
- 7) Liaises with the Program Development Manager for the successful handover of projects.
- 8) Provide support to other JaRco activities as required by the Executive Director.

Education:

Masters degree in one of the following or related fields: Economics, Sociology, Statistics, Agriculture, Management, and/or Monitoring and Evaluation.

Relevant Experience:

- Minimum of 5-8 years of experience in related work
- Proven ability in leading research programs
- Previous management of large-scale surveys and evaluations preferred
- Strong knowledge of Monitoring and Evaluation
- Strong knowledge of quantitative and qualitative research techniques
- Excellent written and spoken English
- Ability to manage multiple tasks simultaneously and work independently as well as supervise a fast-paced team.
- Experience in Sub-Saharan Africa preferred

To apply, please send your CV and cover letter to hresource@jarrco.info and abrehet@jarrco.info indicating “Program Director” in the subject line by Sunday **August 13th, 2017**.