



Sahar

Education for Afghan Girls

POSITION ANNOUNCEMENT

Monitoring & Evaluation Officer

THE OPPORTUNITY

Sahar is seeking Remote Monitoring and Evaluation Officer candidates whose passion and commitment to our mission is evident. The Remote Monitoring and Evaluation Officer will be responsible for planning, implementing, and managing the monitoring and evaluation activities of Sahar Education. This role involves the collection, analysis, and reporting of data related to the organization's programs and projects, intending to improve program effectiveness and impact.

The M&E Officer will work closely with the Programs Manager, the Programs Committee, and partners to ensure that data is accurately collected and utilized for informed decision-making.

IDEAL CANDIDATE QUALIFICATIONS

- Bachelor's or Master's degree in a relevant field (e.g., International Development, Public Health, Social Sciences) or equivalent experience with some higher education.
- Proven experience in M&E, preferably in the non-profit sector.
- Strong quantitative and qualitative data analysis skills.
- Proficiency in data analysis tools such as Excel, or statistical software.
- Excellent communication and report-writing skills.
- Ability to work independently and remotely.
- Knowledge of relevant data collection and management tools and software.
- Fluent in Dari, and Pashto; good English.
- Ability to travel to Kabul.



ABOUT SAHAR

Sahar was founded in 2001 to build bridges of understanding between the U.S. and Afghanistan for peace and cooperation. Since its founding, Sahar has expanded: building schools, computer centers, and managing teacher training and early marriage prevention programs in Northern Afghanistan. Sahar has worked amidst conflict for two decades to uplift the status of girls and women in Afghanistan through education, enabling them to participate actively in the social, political, and economic arenas in their communities.

MISSION

“Sahar partners with grassroots, locally-based organizations to create educational opportunities and safe learning spaces for girls and women in Afghanistan, empowering and inspiring children and their families to build peaceful, thriving communities.”

VISION

A quality education for every child in Afghanistan, fostering mutual respect and sustained peace.

OUR COMMITMENT

Sahar follows a disciplined and careful process focused on lasting change in Afghanistan. Our projects address clear educational needs, have the support of local communities and are implemented by the Afghan people. We remain committed to serving the educational needs of children during the current crisis in Afghanistan by changing our strategies to put local actors first.

OUR PROGRAMS

- *Access to Education*
- *Digital Literacy*
- *Women's Empowerment*
- *English language*
- *Early Marriage Prevention Education*
- *Men as Partners In Change*





ROLES & RESPONSIBILITIES

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Monitoring and Data Collection:

- Develop and implement participatory, inclusive monitoring and evaluation plans for all programs and projects.
- Design data collection tools, surveys, and questionnaires.
- Collect data remotely through various methods, including surveys, interviews, and online platforms.
- Ensure the accuracy and completeness of collected data.

Data Analysis and Reporting:

- Analyze collected data to assess program performance and progress toward objectives.
- Generate regular reports, dashboards, and visualizations to communicate findings to the leadership and supporters of Sahar.
- Identify trends, gaps, and areas for improvement based on data analysis.
- Working with Sahar's partners and beneficiaries, present actionable results and recommendations from the data collected.

Capacity Building:

- Develop trusting, open, and collaborative relationships with Sahar's partners to ensure complete and in-depth data is collected.
- Provide training and support to program staff and partners in data collection and reporting.
- Promote a culture of learning and evidence-based decision-making within the organization.

Evaluation and Impact Assessment:

- Collaborate with the ED to conduct impact assessments and evaluations of programs and projects.
- Use evaluation findings to make recommendations for program adjustments and improvements.

Quality Assurance:

- Ensure the quality and integrity of M&E data.
- Implement and maintain data quality assurance processes.

Collaboration and Communication:

- Collaborate with program managers, field staff, and partners to gather relevant information and feedback.
- Communicate M&E findings to Sahar leadership.

Compliance and Reporting:

- Ensure compliance with requirements related to M&E and reporting.
- Prepare and submit reports to Sahar leadership as required.





HOW TO APPLY

TO APPLY

Please email your resume and cover letter to
Meetra@sahareducation.org
by Monday, November 20, 2023

Interested candidates should submit their resumes, cover letters, and three professional references. Please include "Remote M&E Officer Application" in the subject line of the email.

Sahar Education is an equal opportunity employer. We encourage candidates from diverse backgrounds to apply. The candidate must be based in Mazar-i-Sharif and able to travel to Kabul as needed.

COMPENSATION

This position is for a contractor based in Mazar-i-Sharif reporting to the Executive Director. Compensation is determined based on qualifications and subject to discussion. Travel to school sites as well as Kabul will be regularly expected. All other duties will be remote.

