

## JOB & PERSON PROFILE

### Impact Advisor - Part-Time



**Job Title:** Impact Advisor  
**Reporting to:** CEO  
**Place of Work:** MES Johannesburg  
**Closing date:** 11 August 2018

#### Job Purpose and Description:

MES impacts the urban communities we are part of through moulding, empowering and serving the urban poor.

Can you help us to determine how we can increase the good we do, how we can better prove our impact to our partners and how best we can learn from our community engagement?

We are looking for an experienced, inquisitive monitoring, evaluation and learning facilitator to appoint as our **Impact Advisor**. You will develop, generate and manage high quality data which will enable us to produce innovative, evidence-based and impactful programmes for our clients. Key-findings will provide valuable feedback to our partners and sponsors, and position MES as a valuable partner in the social investment sector.

As NPC working in four cities in South Africa, MES enables the development of impoverished city dwellers through a range of programmes towards building lives that are dignified and sustainable. We collaborate with a range of partners and donors, including government departments, corporates, churches and foundations to create positive societal value where it is most needed in the cities, including ECDs, youth development, emergency housing, job rehabilitation, social work and medical services.

As **Impact Advisor**, based in our Johannesburg office, you will be part of the National Support Team and report directly to the CEO. Your focus will be on developing systems for generating evidence, learning from our existing programme delivery, and liaising with community and business partnerships the development of our programmes.

You will work with our programme and branch managers to improve the quality of M&E systems at the project level whilst having the opportunity to design and lead strategic research aimed at generating evidence on what adds most value to our clients and various stakeholders.

This is an exciting opportunity to help test new approaches to monitoring, evaluation and learning and implementing best practice systems whilst based in an established, three decades young NGO/NPC that is in the process of increasing its positive societal impact.

#### Responsibilities:

- Develop quantitative and qualitative monitoring across the programmes
- Develop, maintain and implement Planning, Monitoring, Reporting and Learning systems
- Establish strong working relationships with key Managers dealing with M&E
- Promote the nourishment of robust and relevant data to both measure and improve impact
- Promote the identification and collecting data and information that allows a rigorous assessment
- Optimise relevant technology usage in the organisational M&E environment
- Visit branches and programmes to support and mentor data collection & management
- Assist in preparing monthly, quarterly and annual programmatic performance reports
- Conduct data analysis and interpretation
- Design and conduct baseline studies



To be successful in this role, you should have a relevant degree or at least 3 years relevant experience of designing, implementing, monitoring and evaluating frameworks – preferably in the NGO or developmental sector. You will have proof of your understanding of monitoring, evaluation, knowledge development and learning. Experience as a project manager will be valuable. Strong computer skills particularly in Salesforce will be of value.

Only candidates who are eligible to work in the South Africa for an indefinite period without a need for sponsorship will be considered for this position.

**Application:**

Visit [www.mes.org.za](http://www.mes.org.za) and at [the careers page](#) follow the instructions to fill out the application form to be sent to [vacancies@mes.org.za](mailto:vacancies@mes.org.za) by the 11 August 2018.

**Salary Scale:**

Part-time R15 880 pro-rata for 5/8ths part-time (thus R25 415 full-time) cost to company dependent on experience, qualifications and skills. Ample leave. Assistance towards further studies.