



BOUNTIFIELD

INTERNATIONAL

CREATING SUSTAINABLE SOLUTIONS FOR ENDING HUNGER AND POVERTY

729 N. Washington Ave., Suite 600
Minneapolis, MN 55401
www.bountifield.org
651-632-3912
info@bountifield.org

MONITORING & EVALUATION OFFICER

Country: Kenya

Location: Preferably Nairobi

Position: (Full-time) 12-month fixed term contract (renewable depending on funding availability)

1. Background

Bountifield is a postharvest technology solutions provider in sub-Saharan Africa. The organization's HQ is in Minneapolis with a flagship program in Kenya in partnership with ECI-Africa. Bountifield has worked in numerous countries across the African continent to strengthen value chains for cereals, legumes, roots, and tubers, and has proven success in engaging with the private sector. In 2020, Bountifield launched the Mavuno Bora (better harvest) pilot in Kenya, funded by Seeding the Future Foundation and the van Lengerich Family, to develop a replicable business model for postharvest fee for service businesses across Kenya. To date, Bountifield is currently working with 53 entrepreneurs in the eastern and western parts of the country. The organization has initiated an M&E framework and introduced Kobo software, which it hopes to improve upon and strengthen with the Kenya team to ensure robust data analysis and results.

2. Roles and Responsibilities

The ideal candidate should be fluent in designing and implementing M&E plans/Matrix, survey tools, and work in close coordination with the team to ensure smooth information sharing and timely data reporting. Moreover, the ideal candidate should have knowledge and experience in gender programming and the ability to apply this to the work of the organization. The Monitoring and Evaluation Officer is responsible for providing the necessary support to the Team Leader and other team members to help frame, compile and analyze qualitative and quantitative data from implemented activities to advance the Kenya program. The Monitoring and Evaluation Officer will directly report to the Team Lead in Kenya and liaise with HQ and the Global Team Lead as needed.

Technical Competencies

1. Knowledge of and practical skills in participatory M&E
 - a. Facilitating quality Focus Group Discussions (FGDs)
 - b. Preparing different tools that can be used to structure FGDs (cop calendars, timelines, cashflow analysis, proportional piling, ranking matrices etc.)
2. Defining Indicators – SMART
3. Defining assumptions, converting these to risks, developing risk matrices and monitoring risks
4. Building M&E matrix and Results framework
5. Designing, testing, and implementing surveys/survey tools
6. Kobo Toolkit



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- a. Lead troubleshooting
 - b. Survey design, deployment, and testing
 - c. Link multiple surveys
 - d. Back end and data collection on devices
 - e. Extract and analyze data and set up specific queries
 - f. Ensure enumerators teams and colleagues are correctly and timely reporting on Kobo and that data is correctly and fully uploaded into the system
7. MS Excel
 - a. Prepare pivot tables
 - b. Build and manage databases
 - c. Design charts and simple graphics
 8. Understanding of results-based management
 9. Managing program quality
 10. Helping to prepare reports for donors, as needed.

Personal Competencies

1. Teamwork and people skills
2. Self-motivated and take own initiative
3. Driven by curiosity to learn and improve
4. Positive, constructive attitude
5. Analytical and attention to details
6. Clear and concise communication
7. Highly organized, loves planning, scheduling, developing filing systems etc.

Qualifications

Education:

University Degree preferably in international development, statistics, social sciences, Business Administration, Economics or related field. Master's degree is considered an asset.

Experience:

- Proof of successful results vis-a-vis technical competencies listed above
- Proven leadership within development projects
- Experience living and working in Kenya
- Understanding of African agriculture and development
- Proven success with gender-based research and analysis

If interested, please send your CV and cover letter to Jobs@Bountifield.org, highlighting your salary expectation. Submissions will be reviewed on a rolling basis until the position is filled. However, the goal is to fill this position as soon as possible.