



## **JOB ADVERTISEMENT: Monitoring, Evaluation, Learning Officer - Women and Youth Economic Empowerment**

**About the Organization:** Established in 2007, Women's Empowerment Link (WEL) is a non-profit, nonpartisan, and non-governmental organization dedicated to women's rights. We empower women and girls to reach their full potential—politically, socially, and economically—by advocating for their human and social justice rights. WEL acknowledges that women's survival—and that of their communities—is increasingly threatened by economic dependency, illiteracy, gender inequalities, marginalization, sexual and gender-based violence (SGBV), conflicts, and inadequate laws and policies.

Together with other partners, WEL intends to roll out a 5-year program aimed to removing systemic barriers to financial inclusion and creating sustainable economic opportunities for financially disadvantaged young people in Kenya. WEL understands that, agriculture is crucial sector for Kenya's economy, and is contributing to about 21% of the GDP and employing nearly 70% of the workforce, however, youth involvement remains low due to negative perceptions and various challenges associated with the sector. Additionally, young women are particularly marginalized within the sector and primarily used as on-farm labor and confined to the lower productivity segments of value chains.

The project will therefore target financially disadvantaged young people and the micro, small, and medium enterprises within the agricultural sector that they own and/or control (“**MSMEs**”) in six core value chains of dairy, livestock and poultry, fisheries and aquaculture, Irish potatoes, pulses, fruits and vegetables across 28 mostly rural, arid and semi-arid Kenyan counties that face limited access to capital, resources, and market opportunities. Young women face additional and persistent barriers in the agricultural sector as they do not have ownership of productive resources, lack access to adaptive technologies, are confined to the less productive segments of the Value Chains, and are disproportionately impacted by negative social norms among other barriers. As a result, women in Kenya's agriculture sector have even less access to affordable finance and perform sub-optimally in the sector, despite accounting for over 70% of smallholder farmers. WEL is looking for a dynamic result based Monitoring, Evaluation and Learning Officer with the primary responsibility to support in the coordination and implementation of MEAL activities for the Financial Inclusion of youths and MSMEs in Agriculture Program and also support development partners in the Country thematic areas.

<b>Title</b>	<b>Monitoring, Evaluation and Learning Officer</b>
<b>Reporting to</b>	<b>Programs Manager</b>
<b>Location</b>	Nairobi with 50% field-based trips in 28 Counties in Kenya
<b>Starting date</b>	<b>19<sup>th</sup> January 2026</b>
<b>Contract Length</b>	<b>12 months renewable based on Performance and subject to funds availability.</b>
<b>Closing date for applications</b>	<b>2<sup>nd</sup> January 2026</b>
<b>Note: The position is open to both Youths, Women, Persons with Disability candidates who meet the specified qualifications.</b>	

## **SUMMARY OF THE ROLE**

The primary responsibility of the role is to support in the coordination and implementation of MEAL activities for the Financial Inclusion of youths and MSMEs in Agriculture Program and also support other programs in thematic areas. The role is key in offering support to project teams to track project performance indicators and providing technical MEAL support to other program, building capacities and improving the project delivery. This will be achieved through adopting result-based management frameworks/tools for monitoring and generating evidence required for learning and to improve programming.

## **KEY RESPONSIBILITIES**

### **MEAL Tool Development and Data Management**

- ✓ Support the Development and or implementation of a robust monitoring and evaluation system that will ensure tracking of project/ program results at different levels (outputs, outcomes and impact).
- ✓ Support the Development/ Adaptation of an integrated database of all projects/ program and ensure accountability through regular data updates, data integrity and working in collaboration with the local staffs.
- ✓ Work with Field Officers to ensure the collection of relevant and appropriate data needed for an effective MEAL system which will be utilized in monitoring strengths, weaknesses and gaps in existing projects/ programs and services and for reporting on donor commitments.
- ✓ Review existing data collection tools

- ✓ Incorporate field and technical team feedback to ensure the continuous improvement of data management systems within WEL.

### **Programme Management, Implementation and Resourcing**

- ✓ Support programme and staff in designing and implementing MEAL frameworks.
- ✓ Provide timely feedback to implementation teams from the MEAL system findings to enhance effectiveness of program/project implementation and steps needed to achieve desired outcomes.
- ✓ Support in the development of grievance monitoring, assessments and tools.
- ✓ Ensure there is documentation of the feedback/complaints from the accountability system.
- ✓ Support in the maintenance of a complaints database and the management complaints referral system.

### **Partnership management, capacity building and support**

- ✓ Support in the assessment of MEAL capacity and design of appropriate processes to ensure skills are developed.
- ✓ Provide mentoring and coaching to relevant staff on MEAL processes and activities.
- ✓ Monitor status and progress of Project implementation based on performance indicators and the MEAL Plan.
- ✓ Support programme and partner staff in strengthening accountability and learning mechanisms.

### **Research and knowledge generation**

- ✓ Develop clear and user-friendly data collection and reporting formats in collaboration with project teams at different levels.
- ✓ Conduct field monitoring visits and draft reports indicating recommendations to project managers and Head of Programs on the project quality and desired improvement plans.
- ✓ Compile monthly write-ups and reports tracking the progress of remote monitoring system; complaints and beneficiary feedback system and highlighting areas for improvement in the remote monitoring system.
- ✓ Work with the Programmes and Communications team in the documentation of impact through Case studies, Human Interest stories and Success stories to ensure evidence-based decision

making by teams.

### **Learning, Accountability and Capacity Building**

- ✓ Establish a Monitoring, Accountability and Learning Teams in WEL with frequent documented minutes
- ✓ Provide relevant evidence for learning from the project
- ✓ Share learning and provide constructive comments to colleagues in order to ensure program quality
- ✓ Ensure Sex, Age, Disability Dis-aggregated Data (SADD), Accountability and GEDSI standards are consistently adhered in program delivery
- ✓ Build capacity of staff through training to ensure adoption of new data monitoring tools and quality of data collected
- ✓ Keep abreast of new approaches and tools on MEAL, and provide training to WEL staff as requested. Enable staff to monitor and evaluate their own efforts, gather relevant data and produce required progress reports.

### **Skills and Competencies**

#### **Person Specifications**

- ✓ Bachelor's Degree in Statistics, Economics, Monitoring & Evaluation, Demography, Population Studies;
- ✓ Knowledge in data processing and management of surveys;
- ✓ Knowledge of statistical packages and/ or data analysis software (e.g. SPSS, Excel, Epi Info, SMART, STAT 01) and advanced computer skills (word-processing, spread sheets, and databases) are a must.

#### **Essential**

- ✓ A minimum of 4 years of direct, "hands-on" working experience in building and operating monitoring and evaluation of projects/programs.
- ✓ Experience in designing result-based monitoring frameworks for development programming.
- ✓ Development programme experience with international NGOs or other international organizations as well as understanding local languages.
- ✓ Excellent interpersonal skills, verbal and written communications skills.

- ✓ Strong Team working skills.
- ✓ Flexibility in tasks undertaken and exposure of working in ASAL areas.
- ✓ Ability to work under pressure and deadlines.
- ✓ Good report writing skills, strong writing and communication skills and analytical abilities, particularly in the areas of learning, and capacity development/transfer.
- ✓ Excellent working knowledge of computers. Knowledge of Access databases an advantage.
- ✓ Able to take initiative and exercise sound judgement.
- ✓ Ability to manage multiple tasks in an effective, pro-active and timely manner.

**How to Apply:**

- Please send your CV (maximum 4 pages) and Cover Letter and any other supporting information to [recruitment@wel.or.ke](mailto:recruitment@wel.or.ke)
- Deadline for receiving applications shall be on 2<sup>nd</sup> January 2026 at 7:00 PM EAT. *Any application sent after this deadline shall not be considered for shortlist.*
- Only shortlisted candidates shall be contacted