

Open Vacancy

Dear All,

Please find below open position.

We are trying to find the best possible candidates to make team stronger.

Investing in Human Capital for Disaster Management (INVEST DM) 2.0

About Yayasan Mercy Corps Indonesia

Yayasan Mercy Corps Indonesia (YMCI) is a local Indonesian non-profit organization, which implements humanitarian and development assistance programs throughout the country. YMCI's mission is to empower people in Indonesia to become healthy, productive, and resilient communities. Resilience means an ability to recover from or adjust easily to misfortune or change.

Program Summary

INVEST DM 2.0 is a continuation of INVEST DM and seeks to provide a holistic approach to support Indonesia's disaster management institutions, supporting BNPB's own 'people-centered' approach, where comprehensive inputs in the areas of: technical capacity in preparedness-response-recovery; policy and planning; governance; and organizational development. These areas are grounded in human capital, serving to capacitate and reinforce the people that make it all function. This means supporting GOI personnel at the national level as well as those systems and structures that link and flow down to capacitate the sub-national DM workforces.

INVEST DM 2.0 adopts a consortium approach under the direction of the Mercy Corps Chief of Party, with partners Yayasan Mercy Corps Indonesia (YMCI) and University of Hawaii at Manoa (UHM) working collaboratively to plan, implement and achieve program outcomes.

- YMCI manages in-county program activity implementation and lead on three outcomes covering 'workforce planning and development, strengthened people management, bureaucratic reform and lifelong learning (HR Bureau); support of national and provincial Emergency Operations Centers (Pusdalops), enhanced IT platform and applications interoperability of the national Disaster Management Data Management and Communications Center (Pusdatinkom); and development of systems to improve subnational disaster management service delivery efforts to assess risk and operationalize minimum services standards'.
- UHM leads on DM education and training systems and capacity building efforts and by strengthening international exchange with US DM institutions (FEMA, EMI, CDP, NDPTC etc) and learning from disasters through strengthen the capacity of the BNPB's National Disaster and Education Center (Pusdiklat)
- Affiliate partners Center for Excellence for Disaster Management and Human Assistance (Pusdiklat) and PetaBencana (Pusdatinkom and Pusdalops) also fall under the INVEST DM 2.0 governance umbrella with BNPB and USAID Indonesia. While governance arrangements - compliance and concurrence of ToRs, workplans, and reporting, falls under the purview of the COP - and all consortium partners work collaboratively and are branded as INVEST DM 2.0 - affiliate partners are funded and separately and not managed by Mercy Corps.

SENIOR MONITORING EVALUATION ACCOUNTABILITY AND LEARNING (MEAL) SPECIALIST – JAKARTA

General Position Summary

Under the guidance of INVEST DM 2.0 the Senior Monitoring, Evaluation Accountability & Learning Specialist (Snr MEAL Specialist) is responsible for leading on the M&E system development/review and implementation. The Senior MEAL Specialist leads the monitoring and evaluation of the program, including development/review of MEAL tools and plans, baseline and end-line survey, beneficiary and indicator tracking, data compilation and participatory analysis, contribution to reports including milestones and documentation of lessons and best practice for continuous learning and performance management. The successful candidate will monitor and make recommendations for the updating of the program's adaptive management plan. S/he shall also review and manage work have a demonstrated ability to conceptualize, plan and implement program activities creatively, as well as the skills to analyze data and utilize lessons learned for the continuous improvement of program implementation and promote a culture of learning.

The position will be based in Jakarta. Travel to the field may be required. Program sites require an awareness of possible security threats and good knowledge of changing security environments.

Essential Job Responsibilities

Working within a consortium context, the responsibilities of a Senior Monitoring, Evaluation, Accountability & Learning Specialist shall work flexible hours including evenings, weekends or on holiday, as required to meet deadlines with time- off in lieu provided as compensation when approved by the supervisor.

Program Management

- Working collaboratively with Senior KMRC Specialist develop/review MEAL tools and an ME(A)L plan and train the team and orient consortium members to ensure effective use of program funds and information.
- Responsible for the development of log frames, MEAL plans in pursuit of high-impact and cost-effective program strategies and activities.
- Develop and continuously update accountability strategy and collaboratively work with senior GESI specialist on the implementation of program-wide feedback and complaint mechanisms.
- Ensure that INVEST DM 2.0 team members are supporting all efforts towards accountability, specifically to program participants and in line with USAID and MC standards, while actively engaging participants as equal partners in the design, monitoring, and evaluation of program interventions and results.
- Provide training to consortium members on the development of MEAL plans, MEAL tools, survey design, methodology, data analysis, and other services as may be required for INVEST DM program monitoring and evaluation.
- Provide guidance and support to BNPB on developing training of trainers (ToTs) database, tracking systems and MEAL systems.
- Data collection and compilation of team interventions including quality control, validation and verification of baseline/endline data and data analysis.,
- Promote continuous learning and program design/review improvements through facilitation of program-wide MEAL analysis and feedback sessions.

- Responsible for maintaining, performance monitoring and reporting on the effectiveness of the adaptive management plan including recommendations to ensure program takes advance action to adjust to changing contextual priorities and needs in close consultation with Chief of Party government stakeholders.
- Assist with donor reports, particularly through the presentation of data tabulation and analysis.
- Develop timely work plans and reports on program activities: weekly work plans, weekly updates, monthly reports, success stories, etc.

Qualifications:

- The candidates must **demonstrate knowledge/ or a sound understanding** of at least **two or more** of the following thematic areas:
 - ✓ Disaster Risk Management (DRM),
 - ✓ Minimum services standards,
 - ✓ Decentralization (GoI),
 - ✓ Institutional systems Strengthening,
 - ✓ Bureaucratic reform and organizational development,
 - ✓ Human capital development, people management, lifelong learning
 - ✓ Capacity building (civil servants), and/or
 - ✓ Education (formal education) and training (certified and in-service),
- Possess a relevant university degree or college diploma and relevant 7+ years of relevant professional experience, including at least three years working in MEAL for non-governmental organizations, UN agencies or with bilaterals/multilaterals programs working in capacity building, disaster risk preparedness and/or resilience management.
- Strong experience working in a consortium setting and government capacity building programs.
- Sound knowledge of the Theory of Change with demonstrated expertise and experience in MEAL, including the development and use of program log-frames, indicators, MEAL plans and systems, preferably funded by USAID/BHA.
- Possess skills in qualitative and quantitative MEAL methodologies and techniques.
- Experience in developing and implementing baseline/end-line studies and evaluations.
- Significant experience in MEAL team capacity building/training.
- Sound experience with USAID/BHA indicators, MEAL systems and industry guidelines.
- Demonstrated experience in the design/execution of the theory of change processes
- Familiarity of, and experience, in adaptive management processes.
- Strong computer and data analysis skills (e.g., MS Word, Excel, PowerPoint, Access, SPSS /STATA, and other qualitative and quantitative statistical analysis tools).
- Very strong written and oral English language skills
- Seasoned analytical and report writing skills (to track/capture M&E results and to document learnings)
- A team player, well organized, efficient, and able to meet tight and moving deadlines
- Effective time management and organization skills including priority setting and responding to program needs.
- Effective interpersonal communication skills including problem-solving skills, being proactive and taking initiative.

Ongoing Learning

In support of our belief that learning organizations are more effective, efficient and relevant to the communities we serve, we empower all team members to dedicate 5% of their time to learning activities that further their personal and/or professional growth and development.

Diversity, Equity & Inclusion

Achieving our mission begins with how we build our team and work together. Through our commitment to enriching our organization with people of different origins, beliefs, backgrounds, and ways of thinking, we are better able to leverage the collective power of our teams and solve the world's most complex challenges. We strive for a culture of trust and respect, where everyone contributes their perspectives and authentic selves, reaches their potential as individuals and teams, and collaborates to do the best work of their lives.

We recognize that diversity and inclusion is a journey, and we are committed to learning, listening and evolving to become more diverse, equitable and inclusive than we are today.

Equal Employment Opportunity

Yayasan Mercy Corps Indonesia is an equal opportunity employer that does not tolerate discrimination on any basis. We actively seek out diverse backgrounds, perspectives, and skills so that we can be collectively stronger and have sustained global impact.

We are committed to providing an environment of respect and psychological safety where equal employment opportunities are available to all. We do not engage in or tolerate discrimination on the basis of race, color, gender identity, gender expression, religion, age, sexual orientation, national or ethnic origin, disability (including HIV/AIDS status), marital status, military veteran status or any other protected group in the locations where we work.

Safeguarding & Ethics

Yayasan Mercy Corps Indonesia is committed to ensuring that all individuals we come into contact with through our work, whether team members, community members, program participants or others, are treated with respect and dignity. We are committed to the core principles regarding prevention of sexual exploitation and abuse laid out by the UN Secretary General and IASC. We will not tolerate child abuse, sexual exploitation, abuse, or harassment by or of our team members. As part of our commitment to a safe and inclusive work environment, team members are expected to conduct themselves in a professional manner, respect local laws and customs, and to adhere to [Mercy Corps Code of Conduct Policies](#) and values at all times. Team members are required to complete mandatory Code of Conduct elearning courses upon hire and on an annual basis.

Accountability to Participants and Stakeholders

Yayasan Mercy Corps Indonesia team members are expected to support all efforts toward accountability, specifically to our program participants, community partners, other stakeholders, and to international standards guiding international relief and development work. We are committed to actively engaging communities as equal partners in the design, monitoring and evaluation of our field projects.

How to Apply

Please send your CV together with the form on this [link](#) with the subject: **"Sr.MEAL Specialist_INVEST DM_Your Name"** to hrd@id.mercycorps.org .

The vacancy will be closed on **19 October 2021** and only shortlisted candidates will be contacted for interview. We look forward to hearing from those who are interested in taking this opportunity to grow and develop with us.

Thank You,
Human Resources Department
Yayasan Mercy Corps Indonesia