

Monitoring and Evaluation Fellow

S.O.U.L. (Supporting Opportunities for Ugandans to Learn) Foundation seeks a motivated and dynamic candidate looking to bring their knowledge of monitoring and evaluation to a growing international development organization. The fellow will assist in garnering information from existing organization documents, developing key research, and building data collection processes. The fellow will work in close collaboration with the Director of Operations, CEO/Founder, and other staff.

More about S.O.U.L.: Built upon a foundation of trust and collaborative solutions, S.O.U.L. Foundation focuses on using a community-development driven model to eradicate poverty in rural Eastern Uganda. Our main initiatives are women's empowerment, education, maternal health, and food security. We have projects ranging from large-scale fish pond farming, to chicken rearing, women's leadership education, agriculture, pre-primary education, student sponsorship and more. Once invested in these programs, community members emerge as leaders and teachers for their fellow Ugandans. For more information, please check out our website: www.souluganda.org.

Time/Duration: This is a 6 month fellowship with a possible extension. Anticipated training end of April with fellowship running May–October 2017. The fellowship will be 15–20 hours per week (2-3 days per week) preferred. Work days can be flexible as needed.

Location: Posner Center for International Development – 1031 33rd Street, Suite 174, Denver, CO 80205

Duties & Responsibilities:

- Review current documents for pertinent M&E information
- Document and share lessons learned and best practices with S.O.U.L. staff
- Support S.O.U.L. staff in reporting, using data to inform narrative reports
- Identify gaps in impact, data analysis and overall information collection
- Participate in the development and review of M&E frameworks, strategic planning, programming and projects
- Participate in the design of appropriate tools for research and evaluation processes

Qualifications:

- Bachelor's Degree in a related field required, in the process of obtaining a Masters Degree preferred
- Effective written and oral communication skills
- Skilled in conducting quality research
- Detail oriented
- Strategic thinker who is invested in streamlining organizational M&E processes

Fostering sustainable and vibrant Ugandan communities through unique partnerships focused on education, women's empowerment, food security and health.

- Self-starter who can effectively manage time with a varied workload and follow through on all projects
- Interest or experience in international development, nonprofits, and/or African development preferred
- Computer literacy skills required (Google Drive, Microsoft Office)
- Proficiency in Salesforce a plus, but not required

Compensation & Benefits: This position is unpaid, but it offers the following benefits:

- Continuous support and supervision from Director of Operations and other staff
- Opportunity to learn about and understand the day-to-day efforts of an international nonprofit organization
- Ability to develop a range of professional skills relevant to nonprofit work and the international development field
- Access to a robust, engaging network of development professionals at the Posner Center, including access to community events and trainings

To apply: Submit your resume, cover letter, and sample M&E work that you authored to jobs@souluganda.org with M&E Fellow in the subject line. Applications should be submitted by March 15 for best opportunity of an interview.

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