Job Title: Monitoring, Evaluation and Learning (MEL) Specialist
Organization: JamiiAfrica
Reporting to: Head of Programs
Location: Dar es Salaam, Tanzania
Application Deadline: April 20, 2025
Employment Type: Full-time

About JamiiAfrica

JamiiAfrica is a dynamic Non-Governmental Organization based in Dar es Salaam, Tanzania. We are on a mission to foster a well-informed citizenry, cultivate responsive governance, and champion active citizen participation across development agendas—ranging from political participation and governance to livelihoods and the digital economy.

We pride ourselves on creating **open, inclusive, safe, and secure spaces** for meaningful dialogue, while working closely with like-minded partners to ensure participatory, citizen-centered engagement. At the core of our work is a commitment to **digital democracy**, amplifying citizen voices both online and offline to build a more transparent, equitable society.

We aim to be a catalyst for transformative civic engagement, transparency, and public accountability—leveraging technology and innovative platforms to connect citizens with the issues that matter in the region.

The MEL Specialist will play a key role in strengthening our results-based programming through rigorous monitoring, insightful evaluation, and learning systems that inform adaptive management and strategic decision-making. The role involves designing JamiiAfrica's MEL frameworks, tracking program performance, supporting learning processes, and ensuring accountability to stakeholders.

Key Responsibilities:

- Design and implement robust MEL systems and tools aligned with **JamiiAfrica**'s strategic goals and programmatic needs.
- Lead the development of results frameworks, logical models, indicators, and data collection methodologies for ongoing **JamiiAfrica** projects.
- Conduct regular data analysis, monitoring visits, evaluations, and learning reviews to generate actionable insights
- Facilitate knowledge sharing and learning processes across programs and with external partners to promote evidence-based decision-making
- Build MEL capacity among **JamiiAfrica** program staff and implementing partners through training and technical support
- Ensure timely and high-quality reporting of **JamiiAfrica**'s project outcomes and impact to donors, management, and relevant stakeholders
- Support proposal development by providing MEL inputs and contributing to the design of results frameworks and performance monitoring plans.

Qualifications & Experience

- Bachelor's degree in Monitoring & Evaluation, Social Sciences, Development Studies, Public Policy, or a related field. A Master's degree is an added advantage
- At least 5 years of progressive experience in MEL roles within NGOs, donor-funded projects, or civil society organizations
- Proven expertise in both quantitative and qualitative MEL methodologies, tools, and software (e.g., Excel, Power BI, KoboToolbox, SPSS, etc.)
- Strong analytical, reporting, and presentation skills
- Ability to translate complex data into user-friendly insights and visuals for internal and external audiences
- Excellent facilitation, training, and communication skills
- Demonstrated commitment to participatory, inclusive, and citizen-focused development

What We Offer

- A dynamic and inclusive workplace committed to positive social impact
- Opportunities for professional growth and development
- A collaborative team culture rooted in integrity, innovation, and civic engagement
- The chance to be part of shaping digital democracy and civic participation in Tanzania and beyond

How to Apply

If you are passionate about MEL, advocacy, and strengthening organizational culture in service of meaningful societal change—**we'd love to hear from you**. Please send your CV, a cover letter and **three references** to vacancies@jamii.africa with the subject line: **MEL Specialist – JamiiAfrica**

Only shortlisted candidates will be contacted.