SCORE is a Non-Governmental Organisation working in the field of sport and development in Southern Africa. The organisation is seeking candidates for the following position, based at its head office in Cape Town: **Monitoring & Evaluation Coordinator**

**Responsibilities:**

This position oversees all the Monitoring and Evaluation (M&E) aspects of SCORE’s programme activities. S/he will develop conceptual models and M&E designs, including the development of data analysis plans, and is responsible for merging SCORE’s current M&E tools and instruments into a single revised, comprehensive M&E system aligned to SCORE’s current programmes. Working closely with the Programme Manager s/he will ensure the consistent implementation of this system into all country programme plans and provide technical assistance and training to staff in the utilisation of M&E tools and methodology. S/he will also support and collate programme performance reporting; provide leadership in M&E analysis and interpretation; and provide regular feedback to the program implementation teams.

**Qualifications Required:**

- Post Graduate Qualification in Social Sciences, Development Studies, Sport and Development or related disciplines
- Experience working with Quantitative and Qualitative M&E systems in a development context
- Proven ability to design and implement M&E tools and processes
- Project management experience; must be able to effectively coordinate implementation of multiple M&E activities in various countries
- Ability to collaborate with international donor agencies and host country institutions
- Proven facilitation and training skills
- Demonstrated ability to work in a diverse multicultural environment
- Drivers Licence essential & willing to travel
- Excellent writing skills are essential
- Strong organisational and computer skills including MS Office suite (familiarity with SPSS preferred)

**Further Information:**

Candidates should submit a cover letter plus 3 page curriculum vitae, with 3 contactable references listed to **info@score.org.za**. Note that certified copies of certificates may be requested if shortlisted. Applications should be received by 31 October 2008. Only those candidates short listed for an interview will be contacted and SCORE reserves the right not to make an appointment. **www.score.org.za**