



Are you looking for a new, challenging job opportunity at a not-for-profit, development organisation in a fun team with a great passion for helping others? Child's Dream in Chiang Mai, Thailand is seeking an ambitious

Regional Planning, Monitoring and Evaluation Specialist

Starting date of position – as soon as possible

Together as a team, we at Child's Dream are here to empower people in the Mekong Sub-Region. We do this by working in partnerships with communities to improve the health and education of their children, youth and young adults for sustainable development.

Our Regional Planning, Monitoring, and Evaluation (PME) Team seeks your support with our project cycle management and monitoring and evaluation activities for our programmes and partnerships in Myanmar, Laos, Cambodia, and Thailand.

Your duties and responsibilities include but are not limited to:

Regional Programme Management Support

- Provide support to the development and update of the programme cycle toolkit, processes and forms as requested
- Implement programme cycle toolkit and forms by working closely with country teams and country directors
- Support country teams with programme strategy development
- Advise country teams on programme management and development
- Provide support in the development and review of the PME department's vision and strategy as needed

Regional Monitoring and Evaluation Support:

- Research, develop, and enhance monitoring and evaluation tools (e.g., surveys, checklists, etc.)
- Support country teams in the design and implementation of monitoring and evaluation plans for selected programmes and partnerships
- Support projects in quantitative and qualitative analysis, by collecting, analyzing and consolidating evaluation data
- Manage and create internal evaluations and provide feedback and recommendations based on data analysis and evidence to the country offices and the Managing Director Programmes

Capacity Building

- Support the capacity building and onboarding of employees and implementing partners on the project management cycle, as well as on monitoring and evaluation tools, approaches, and components

We are looking for someone who meets the following criteria:

Education and work experience:

- Minimum of a bachelor's degree in international relations, development studies, or a related field
- At least 5 years of combined experience in project management and monitoring and evaluation (M&E) within the non-profit sector
- Demonstrated experience in applying project management tools and processes
- Experience in creating and managing M&E plans and producing detailed M&E reports
- Skilled in delivering training to employees on M&E methodologies, project management, data management, and data analysis
- Organisational development skills and experience with cross-country projects are desirable

Hard skills:

- Strong IT skills, including proficiency in MS Word, Excel, PowerPoint, and email
- Expertise in data analysis software such as Tableau, Power BI, STATA, etc
- Experience with training tools relevant to M&E and project management

Soft skills:

- Excellent coordination and organisational skills
- Strong analysis and critical thinking skills
- Open-minded, enthusiastic person with strong interpersonal skills who likes to support, coach, train and interact
- Great training and facilitation skills
- Strong cross-cultural verbal and written communication skills with the ability to give effective and constructive feedback

Language skills:

- Advanced written and spoken English language skills

Travel requirements:

- Regular work trips to other offices

What we offer:

- A full-time position in our office in Chiang Mai, Thailand with an unlimited contract
- A multicultural working environment with more than 14 nationalities in the region
- A working culture based on trust, constant exchange, lean hierarchy and constant learning and development
- The salary will be based on the relevant work experience, skills, and knowledge, plus monetary and non-monetary benefits

Did we spark your interest? Wonderful! Please send your full application in English (including a motivational letter, salary expectation, resume, university transcripts, and two references) to nyein@childsdream.org.

The application deadline is **31st August 2024**.

We will, of course, confirm receipt of your application and contact you if you are selected for an interview.