
VACANCY ANNOUNCEMENT

TAHA is an apex private sector member-based organization mandated to develop and promote horticulture (flowers, fruits, vegetables, spices, herbs and horticultural seeds) in Tanzania. TAHA's goal is to improve the growth and competitiveness of horticultural industry in the country for social and economic gains. TAHA is a unified voicing platform for Tanzania horticulture, representing farmers at all levels, processors, exporters and service providers in the horticultural industry in Tanzania.

Activity background

TAHA is currently implementing a 5-year USAID funded project called "Tuhifadhi Chakula". The purpose of the Project is to reduce food loss and waste and resultant climate effects for improved food security and livelihoods. The project is focusing on reducing food loss and food waste by addressing post-harvest handling issues within key value chains with major contribution to Tanzania food security basket. The project will implement interventions around four (4) main thematic areas, which are improve food handling, storage and value addition at producer and commercial levels, facilitate market access to ensure agricultural goods reach consumers, inform, and promote policy and regulatory frameworks that reduce food loss and waste and strengthen local organizations capacity to lead on post-harvest management.

TAHA is seeking for a motivated and experienced Tanzanian to fill the position as described below.

Position: Monitoring, Evaluation and Learning (MEL) Manager

Reporting to: Chief of Party

Duty station: Arusha, Tanzania

Position summary.

The Monitoring, Evaluation and Learning is responsible for ensuring the project achieves its goals and objectives through effective monitoring, evaluation and learning.

Scope of work

- Develop and implement the project's Monitoring, Evaluation and Learning Plan (MEL Plan) in collaboration with project technical staff and partners.
- Develop and manage the project's results framework, including indicators, targets, and data collection methodologies, and ensure alignment with the project's overall objectives.
- Develop and implement a system for tracking progress towards project objectives, including regular reporting on indicators and targets.
- Lead the development and implementation of data collection tools and methodologies for monitoring and evaluating project activities and results.
- Oversee the collection, analysis, and reporting of project data, ensuring the accuracy and quality of data collected.
- Ensure that project staff and partners are trained on data collection methodologies and that data is collected in a timely manner.
- Develop and implement a system for tracking and responding to project stakeholder feedback, including complaints and suggestions.
- Develop and maintain effective relationships with project stakeholders to promote transparency and accountability.

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- Ensure that project staff and partners are trained on accountability mechanisms and that feedback is collected in a timely manner.
- Develop and submit regular reports on project progress, including quarterly, semi-annual, and annual reports.
- Ensure that all reports are accurate, timely, and meet the requirements of the donor.
- Ensure all reports / documents are submitted to USAID online platforms as detailed in the Cooperative Agreement
- Any other duty as assigned by the employer

Qualifications and skills

Degree Level	Master's degree in economics, agricultural economics, statistics, biostatistics, or other related subjects with strong quantitative background
Experience	<ul style="list-style-type: none"> • Minimum of seven (7) years of experience in progressively increasing M&E responsibility in international development projects. • Strong conceptual knowledge about theories of change, logic model, food and nutrition security indicators, M&E plan, data quality assurance, data utilization, and gender integration into M&E. • Demonstrated experience and expertise in developing and operationalizing a comprehensive monitoring and evaluation plan. • Familiarity with USAID M&E requirements strong preferred, knowledge of Feed the Future M&E system desired. • Strong quantitative background and demonstrated expertise in designing annual monitoring surveys including probabilistic sampling strategy and analysing quantitative data. • Demonstrated expertise in designing qualitative studies, interviews, and interactive tools to generate qualitative information and analysis. • Experienced in developing data quality assurance strategies, data management and data visualization
Key Skills	Excellent communication and interpersonal skills, strong attention to detail and ability to work in a fast-paced environment, presentation, management, and leadership skills, goal-oriented, flexible, and creative under pressure, strong computer skills.

Application Procedure

Interested and qualified individuals should send their applications enclosing detailed;

- Application letter.
- Curriculum vitae (not exceeding 4 pages).
- Copies of qualification certificates.

The cover letter to be addressed to;
Human Resources and Administration Manager,
TAHA,
P.O. Box 16520,
ARUSHA.

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Application Instructions.

1. **Submission:** All applications must be submitted via email to the following address: recruitment@taha.or.tz.
2. **Subject Line:** In the subject line of your email, clearly state the position you are applying for. For example: "*APPLICATION FOR MONITORING, EVALUATION AND LEARNING MANAGER POSITION.*"
3. **Deadline:** The deadline for submitting your application is Sunday, 18th August 2024. Applications received after this date will not be considered.
4. **Adherence:** Please carefully adhere to all instructions provided above. Failure to comply with these instructions may result in your application not being reviewed.

Remuneration

The successful candidate will be remunerated according to the TAHA salary scale, and in alignment with the candidate's qualifications and professional experience. Other employment benefits will be as per the organization's policy.

Please note: TAHA is an equal opportunity employer that welcomes all qualified candidates to apply for the open positions. TAHA is committed to creating a diverse and inclusive workplace where all employees feel valued and respected.

Only shortlisted candidates will be contacted.