

# WE ARE HIRING

**Job Role:** M&E Advisor  
**Reports to:** Project Manager  
**Contract Duration:** Until 31.08.2027  
**Location:** Wa



Implemented by:  
**giz** Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

## Company Profile:

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) - is a public-benefit federal enterprise working in more than 100 countries worldwide. We work on behalf of the German Government and support public and private sector clients in a wide variety of areas, including economic development and employment, energy and environment, and peace and security. Our activities cover three priority areas: Energy and Climate, which deals with renewable energy and energy efficiency; Training and Sustainable Growth for decent Jobs; and Peaceful and Inclusive Societies, which focuses on good governance.

## Project Brief:

The position will support two GIZ-implemented projects in Wa, both co-funded by the EU and BMZ.

- The Resilience against Climate Change (**REACH**) project seeks to build climate resilience across 14 districts in northern Ghana, through extensive capacity building measures on Conservation Agriculture, Community Engagement and improved planning and policies on District level.
- **SKBoWa** aims at enhancing conditions for human security in border regions spanning Burkina Faso, Mali, Côte d'Ivoire, and Ghana. Focused on local governance, social cohesion, and economic development, it fosters cross-border collaboration among districts bordering Burkina Faso and Côte d'Ivoire.

## Scope of Role:

The M & E Advisor is primarily responsible for providing support to the project management in the implementation of the M&E and knowledge management systems. The position is responsible for developing / revising data collection concepts and tools, with the support of the project management. The Advisor will maintain and update the logframes of the projects, ensuring achievements against indicators are reported on a regular basis for management use. The processing of technical aspects and further developing the area of M&E responsibility in accordance with the specified quality standards is expected. The Advisor will assist in the development and update of the projects' operational plans in accordance with the activities that contribute to the overall achievement. Additionally, support in monitoring compliance of gender protection, and do-no harm standards.

## Tasks:

- Support the project management in the implementation of the M&E system with a focus on data collection, analysis and management according to programme indicators.
- Coordinate and assist in preparing and conducting M&E activities and carry out other activities required for implementing the M&E system. This includes, but is not limited to, maintaining and enhancing the M&E system, conducting surveys and tracer studies, internal data collection and spot checks, as well as ensuring data quality with partners.
- Participate in formulating project action plans and help synchronise the planning and budgeting system.
- Organize and follow up on project activity and results reporting, as well as write quarterly and annual reports to project partners.
- Contribute to the M&E presentations in technical, steering committee and other meetings; prepare relevant documentations for the respective steering committee meetings and important clients.
- Strengthen the capacity development of all relevant actors regarding M&E.
- Prepare and organize workshops on lessons learnt, exit strategies, etc.
- Develop case studies to capture qualitative outputs of the projects.
- Advise the project leads on improvements and developments of the projects and related achievements.
- Perform other duties and tasks at the request of management.

## Profile:

- University degree in statistics, international development, economics or related field (equivalent to BA, BSc, MSc, MA or MBA).
- At least 3 years' professional experience in an M&E position responsible for implementing M&E activities of international development projects.
- Very good working knowledge of ICT tools, computer applications (e.g. MS Office) and data management softwares (e.g. Kobo Toolbox, PowerBI, etc.).
- Good understanding of development programmes (project cycle management), knowledge of GIZ processes and standards will be a great asset.
- Substantial experience with results-based monitoring and report writing with strong quantitative and analytical skills and ability to analyse large datasets.
- Good experience in agribusiness development and effective collaboration with the private and public sector.
- Experience with working in a multi-cultural environment, with good interpersonal relationship and negotiation skills.

## How to Apply:

Interested and suitable applicants are to forward their Curriculum Vitae (CV) and a one-page cover letter stating their motivation to the position and added value to the project to [recruitment-ghana@giz.de](mailto:recruitment-ghana@giz.de) quoting the **Job Code 2025/SK-M&E/04/25** in the subject line. If you do not hear from us four (4) weeks after the deadline, please consider your application unsuccessful.

**GIZ is an equal opportunity employer committed to diversity. All qualified candidates regardless of age, sex, ethnicity, race, and religion are encouraged to apply.**

 **Closing date: 09.05.2025**