**Monitoring Evaluation and Learning (MEAL) Officer**

**Soukhouma District, Champasak Province**

**World Vision is a global community of millions, working together for one purpose: to change the lives of vulnerable children.**

***Our vision for every child, life in all its fullness.***

**Are you a motivated professional who wants to make a difference in Lao PDR?**

World Vision International Lao PDR is looking for The **Monitoring, Evaluation and Learning (MEAL) Officer** will work within the BASIN projects to enhance economic resilience through the promotion of climate-smart agricultural practices in agri-food systems in Soukouma District, Champasak Province, Laos, and develop inclusive markets prioritizing women and marginalized groups. Project aims to tackle interconnected issues of climate change and social inequality while empowering vulnerable communities for sustainable livelihoods by collaborating with market actors on inclusive and green business models that engage poor and marginalized groups, while also building their productive capacity and enhancing women’s economic empowerment.

This role will ensure programme quality, consistency and relevance through the provision of technical support to project teams regarding Monitoring, Evaluations and Child Well-being Indicator Reporting. This role has a strong focus on strengthening WVL’s quality of programming and ensuring that all interventions are in line with WV partnership and humanitarian industry global standards.

**Major Responsibilities:**

**Monitoring, Evaluation, Reporting and Communication**

* Support effective program reporting, monitoring, evaluation, and communication systems for the regional BASIN program’s accountability to track the feedback from the community and key partners
* Support program team & Regional MEL Specialist to ensure projects completed with high standard quality and meet DFAT requirements and achievements are consolidated to quality project reporting including consolidation, translation and drafting of Quarterly, Semi Annual, Annual and Final project reports to donor and Support Offices in a timely manner.
* Contribute to data collection and consistent reporting for Laos’s annual reporting outputs and ensure consistency with reporting formats of other BASIN countries (Cambodia and Vietnam)
* Conduct monitoring visits to project sites to ensure quality implementation of projects are executed.
* Ensure project are documented, lessons learnt shared with related sectors, and information is archived in the knowledge management system of the organization.
* Provide support on baseline and final evaluations, and semi-annual and annual review & reflections and review workshops

**Learning Evidence building**

* Consistently look for more effective and efficient implementation methods and opportunities to increase impact.
* Contribute to the implementation of adaptive management and learning as best practice by ensuring a continuous learning process is developed and in place with key staff and partners/sub-grantees.
* Contribute to knowledge sharing between field office, NO, and SO.

**Collaboration and Coordination**

* Manage proactive and responsive relationship with Project team, Partners, Government stakeholders, and other partners in the field, under the guidance of the MEAL Specialist and the Regional Program Director
* Support WVI-L to take a leading role in advocacy opportunities for in Laos through the provision of quality data and evidence of impact

**Required Education, Professional Experience**

* Bachelor or master degree in social sciences, economics or a relevant discipline.
* At least 3–5-year experience in program/project planning and/or design, monitoring, and evaluation
* Commitment to life-long learning, flexibility and ability to adapt

Commitment to and understanding of transformational development among the poor, deepening impact in the lives of the most vulnerable children and households in Lao PDR.

* Good computer skills, database and data analysis software
* Strong presentation, facilitation and coordination skills
* Excellent interpersonal communication skill, and ability to work closely and supportively within a team
* Good analytical/problem solving skills and an eye for detail
* Proficiency in English (especially reading and writing) and good report writing skills
* Demonstrated competency in implementing assessments/evaluations, including:
* designing assessment/evaluation methodology, data collection and analysis tools
* Demonstrated experience of setting up and extracting data from electronic data collection systems such as Kobo and ODK.
* Demonstrated experience in statistical analysis.

**Travel and/or Work Environment**

As required by the project implementation.

In good physical condition to travel to districts and reach remote villages.

**Decision Making**

Decisions to be made according to the Level of Authority (LOA) in consultation with the immediate supervisor.

**Encouragement**

World Vision is committed to the principles of workplace diversity. Qualified women and people with disabilities are encouraged to apply.

World Vision offers a competitive salary and comprehensive benefits package. We offer a challenging work environment, opportunities to lead, and a commitment to growing your skills in a fulfilling and international working environment.

**Application**

Interested candidates are invited to submit a **COVER LETTER** and **CV** to the link below. Please indicate the **POSITION TITLE.** Deadline for application is **22 June 2025,** however applicants are **encouraged to apply early** as applications will be reviewed on an ongoing basis and the position will close early if a suitable candidate is found.

**Women are strongly encouraged to apply.**

**Please submit your application to this link:** [**https://worldvision.wd1.myworkdayjobs.com/en-US/WorldVisionInternational/details/Monitoring-Evaluation-and-Learning--MEAL-Officer\_JR42877?locationCountry=db69cbe0446c11de98360015c5e6daf6**](https://worldvision.wd1.myworkdayjobs.com/en-US/WorldVisionInternational/details/Monitoring-Evaluation-and-Learning--MEAL-Officer_JR42877?locationCountry=db69cbe0446c11de98360015c5e6daf6)

**Code of Conduct**

World Vision has zero tolerance of incidents of violence or abuse against children and other people in the communities we serve, either committed by our staff or others connected to our work. We abhor any misuse of power, status, or trusted position for any sexual or other exploitative purposes. All World Vision’s employees are required to adhered to and promote World Vision shared responsibility and obligation to report matters involving Sexual Exploitation & Abuse, Trafficking in Persons, Child Safeguarding and any suggested violation to our Code of Conduct which may involve Conflicts of Interest, Fraud, Corruption or Harassment.

**Learn more about us**

[www.wvi.org/laos](http://www.wvi.org/laos)

<https://www.facebook.com/WorldVisioninLaoPDR/>