

MONITORING & EVALUATION COORDINATOR

Summary of the organization

Guatemala has the third highest rate of malnutrition in the world, with nearly half of children suffering stunted growth. We work with international institutions, farmers, and the government to develop corn varieties with higher yields, better taste, and increased nutritional value – referred to generally as biofortified corn. Biofortified corns allow farmers and families to continue growing and eating their traditional staple, while dramatically improving the nutrition of their children and the food system.

We scale biofortified corn through direct sales and collaborations with farmer groups, NGOs, and the government. Semilla Nueva also co-founded a national collaboration to promote biofortified seeds, which helped nearly 20 organizations throughout the country reach 5,000 families in 2016. Our work has changed the daily diets of 27,000 people, and we hope to reach 60,000 in 2017. 2017 also marks our first year of commercial seed sales, which we hope will eventually provide over half of our revenue.

Our work has led to rapid growth and international recognition including some of the leading awards in social entrepreneurship, and we expect to reach over a million families over the next five years.

Summary of the position

We are hiring Monitoring and Evaluation (M&E) Coordinator to oversee the impact assessment, monitoring, and reporting for our programs. Over the last three years we have worked hard to develop strong relationships with funding institutions, including the Inter-American Foundation, Conservation, Food and Health Foundation, and Rotary International. We've also generated interest among internationally renowned impact driven funding organizations – Mulago, Montpelier, Effective Altruism, and others. Our next level of growth, both in terms of funding and programs, will depend on a refined and cutting edge strategy to measure our corn's economic and nutritional impact.

The position will be based primarily in the SN main office in Guatemala City. While the majority of the work is office-based, the position will require frequent travel to corn growing areas across the country and the SN Experimental and Training Center in Suchitepequez for impact assessment activities including surveys, data-gathering, and participation at community and regional events with farmers and NGOs.

Qualifications

Required:

- Excellent writing/communications skills
- Experience in developing, implementing and/or maintaining monitoring and evaluation systems; a solid understanding of M&E practices
- Donor reporting experience
- Grant writing and project design experience
- Spanish-English Bilingual
- International development experience
- Demonstrated interest in rural agriculture and food security
- Budgeting experience (monitoring program budgets)
- Demonstrated leadership, stress-management and flexibility in the work environment
- Ability to drive a manual transmission vehicle (for travel to the field)
- Data Analysis (STATA, SPSS, Tableau, or other similar platform)

Desired:

- Accounting or financial management experience

- Agricultural Experience/knowledge
- Donor management experience

Expectations

- Full-time position based in Guatemala City
- Minimum commitment one year, preferably two
- Ability to work independently, proactively, and prioritize/coordinate a variety of activities
- Ability to creatively problem-solve in difficult work environments
- Must be comfortable traveling to and staying in rural parts of Guatemala with difficult living conditions.
- Must be comfortable driving in Guatemala and have a valid Driver's License

Specific Tasks

- 1. Develop and Maintain M&E Tools** – Our current team has developed tools to gather information on a frequent basis, including experimental parcel analysis packets which are filled out with farmers, participation lists and databases to monitor growing participation in our programs, marketing surveys to judge farmer perception of new seeds, and surveys on yield and perception which have been executed collaboratively with other organizations. After shifting our focus toward biofortification in 2016, these systems – while important for the current reporting we are required to do, and a good base for future M&E – are in need of an upgrade. The incoming M&E Coordinator will be responsible for designing an updated system and collecting data on new indicators (for example, responses to social marketing campaigns, sales efforts, and collaborative work around the country). The most difficult part will be correlating data on consumption of biofortified crops with health outcomes, which will be most likely done by extrapolating from RCTs on biofortified crops done in other countries, or new RCTs which SN will help lead in Guatemala. This data is gathered for reporting purposes, communications materials, and for our Quarterly and Annual Reports to the Board of Directors. This part of the job will require the most leadership and creativity.
- 2. Monitor and Report on Existing Grants** – SN currently has roughly 11 major funders (and growing) to whom we are required to submit both program and financial reports at various intervals. These require gathering appropriate data from field team, speaking with the Development Director to understand the grant goals and the grantors' interests, and working with the accountant for financial reports.
- 3. Relationship Building** – The M&E Coordinator will work to ensure that our funders are kept up to date with our progress, building relationships and ensuring future funding. This may include off-schedule update reporting, leading in-country verification visits, and working with the development team to ensure that foundations are kept up to date on the programs they fund. This will require excellent public relations skills and the ability to gather both qualitative and quantitative information from our programs and adequately and appropriately communicate it to a number of diverse institutions.

Beginning date: ASAP

Salary: Competitive local salary, dependent on experience

Before applying, please review our website, blog, and annual reports which are found at www.semillanueva.org

To apply please send a cover letter explaining your interest in SN and the position and a current, detailed CV to trabajo@semillanueva.org. Please note "M&E Coordinator" in the subject line.