

Protecting Nature, We All Rely on For Food, Fresh Water and Livelihoods!

Our Values: Teamwork-Respect-Optimism-Passion-Integrity-Courage

We're not just on a job, We're on a Mission!

Job Title	Monitoring, Evaluation and Reporting (MER) Coordinator
Terms	Full time Preferred start date May 19, 2023
Working conditions	Hybrid (Office & in the Field) Frequent travel to project sites and other office locations.
Benefits	Competitive salary & other benefits, and a learning environment
About us:	<p>Conservation International is an environmental organization that has worked in Suriname for the last 30 years, and 35 years internationally, combining fieldwork with innovations in science, policy, and finance, we've helped protect more than 6 million square kilometers (2.3 million square miles) of land and sea across more than 70 countries. Conservation International Suriname was established as a foundation under Surinamese law on 29 December 1992 and officially registered on 18 January 1993. In the last 30 years Conservation International-Suriname has worked to spur on green development in the country and in the region.</p> <p>VISION: <i>Suriname is the greenest country in the world forever with a prosperous and happy population.</i></p> <p>MISSION: <i>To preserve Suriname's rich biodiversity and ecosystems for the wellbeing of our current and future generations.</i></p>
About the role:	<p><i>The Monitoring, Evaluation and Reporting Coordinator (MER) for the Climate Smart Forestry (CSF) project is a technical position, responsible for ongoing project monitoring and reporting of project activities to ensure donor compliance and satisfaction.</i></p> <p><i>This position will support the CSF project team and partners in regular data collection and analysis of key project indicators, as well as prepare all donor reports and internal monitoring reports taking into account different donors' requirements.</i></p> <p><i>The MER Coordinator will be responsible for the monitoring of project activities/results, to ensure that the project maintains its strategic vision and that activities result in the expected outputs and outcomes in a cost effective and timely manner.</i></p> <p><i>In coordination with Conservation International's Project Delivery and Monitoring (PDM) team, this position will monitor the implementation of the projects safeguards plan.</i></p>
Responsibilities	<p>Key Roles and Responsibilities</p> <ul style="list-style-type: none"> • Design and implement a project specific M&E system to track progress of implementation, identify gaps to adaptive implementation – including planning and means of flagging activities on and off track. • Ensure training, materials, and tools to enhance capacity of M&E and safeguards of the CSF project team, partners, and the broader CI Suriname team. • Draft technical and financial reports. • Support the recruitment of consultants for the CSF project including drafting Terms of Reference, and monitoring consultant progress as necessary. • Lead the development of technical reporting with the CI Suriname project team and partners. • Monitor the implementation of the safeguards: Environmental Social Risk Management, Gender plan, Stakeholder Engagement plan and Grievance Mechanism (in coordination with PDM team) <p><i>This job posting summarizes the main duties of the job. It neither prescribes nor restricts the exact tasks that may be assigned to carry out these duties. This document should not be construed in any way to represent a contract of employment.</i></p>

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Candidate requirements	<ul style="list-style-type: none">• A bachelor's degree in statistics, and/or natural resource management-related science or other relevant degree related to M&E• Minimum 3+ years of experience in similar positions.• 3+ years of experience in project management and developing M&E systems.• 3+years demonstrated experience in M&E, reporting, and a proven experience in projects related to conservation, climate change and environmental issues is desirable.• Ability to work effectively in cross-cultural situations with a wide range of contributors, partners and stakeholders.• Willingness to travel and work with a flexible and potential extended schedule, including work in arduous field conditions, often to remote areas as needed;• Proven record of success as part of interdisciplinary project teams;• Good communication skills and networking ability;• Advanced Dutch and English required (Speaking, Reading and Writing); all reporting is in English.• Computer literate in Word, graphic software, Excel, and statistical software.• Must be a team player and flexible for working in internal and external networks.
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To apply for this position, please submit a resume and cover letter at the latest by **May 15, 2023**, to CI Suriname, Kromme Elleboogstraat 20, Paramaribo or email to ci-suriname@conservation.org **Subject "Applying for MER Coordinator"**