

seed **madagascar**

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Monitoring, Evaluation and Learning Officer Project Matrika (Madagascar)

Position Overview

SEED Madagascar is a British charity working in close partnership with communities in southeast Madagascar to deliver meaningful, lasting change. Through integrated programmes in community health, rural livelihoods, education infrastructure, water, sanitation and hygiene (WASH), and conservation, we take a holistic approach to development - combining on-the-ground impact with research that contributes to international best practice.

Based in the vibrant coastal town of Fort Dauphin, this is a unique opportunity to play a central role in shaping and strengthening the Monitoring, Evaluation and Learning (MEL) systems behind Project Matrika. This impactful programme delivers emergency food assistance, supports the strengthening of local health systems, and works directly with rural health centre staff to improve maternal and child health outcomes across the region.

As MEL Lead, you will be at the forefront of ensuring that programme data drives decision-making, learning, and impact. Working within a collaborative and supportive team of national and international colleagues, you will refine and lead MEL processes that directly influence programme quality and effectiveness. Your work will not only support delivery on the ground but also contribute to a growing evidence base that informs wider development practice.

While primarily based in Fort Dauphin, you will have opportunities to visit project sites, engage directly with communities and health partners, and see first-hand the difference your work is making.

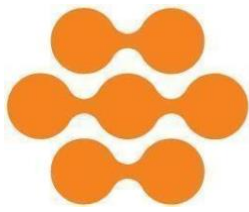
This role is ideally suited to an early-career MEL professional with two to four years of in-country experience who is ready to take ownership, bring fresh ideas, and grow within a dynamic and purpose-driven organisation. It offers the chance to build leadership experience, deepen technical expertise, and contribute to a programme with tangible, life-changing outcomes.

Candidates must have demonstrable MEL experience and be able to work effectively in both English and French, with French proficiency at a minimum of B2–C2 level to operate confidently in a professional environment. A portion of the interview process may be conducted in French. Applicants who do not meet these requirements will not be considered.

Location: Fort Dauphin, Anosy Region, Madagascar

Contract duration: months

Contract: Local stipend covering reasonable living expenses; £1,200 contribution to flight; £650 contribution to insurance; unaccompanied post.



Primary Responsibilities

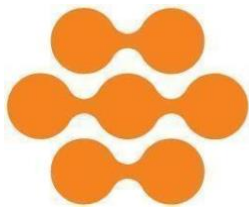
Supporting MEL procedures and strategies to ensure progress toward project outcomes on select projects; refinement and development of MEL systems and tools for projects; completion of reports, papers and other documents analysing data and summarising findings and support on project reporting that aligns with international standards and best practice.

Duties and Responsibilities

- Lead the design and implementation of rigorous MEL procedures and strategies for the project that incorporates stakeholder feedback, adapt to local needs, and support high-quality implementation in line with ongoing and emerging initiatives.
- Develop, adapt and support the usage of MEL tools, such as knowledge, attitude, and practice surveys, and focus group discussion guides to maximise effective data collection.
- Lead the adaptation of technical information/evidence/MEL findings into audience appropriate formats, for internal and external dissemination which informs future programming and project development.
- Oversee data collection, cleansing, management and analysis of data from a range of sources to determine progress towards results for the project.
- Coordinate the implementation of MEL tools, particularly using the Kobo toolkit, supporting on building capacity across SEED.
- Support the Head of Programme to formulate future research strategy, ensuring project MEL captures data adhering to international development indicators.
- Identify technical needs and the resources required for successful MEL and make appropriate recommendations given locational and budgetary limitations.
- Support on MEL-related capacity-building for SEED staff and local partners, including providing tailored advice to the Programmes/Implementation team to support MEL procedures, from the development of MEL tools, to analysis and dissemination of findings to support use.
- Ensuring quality of project data while promoting a sustainable MEL approach across the organisation, including providing advice and support on strategic direction of MEL at SEED.
- Ensure all of SEED's policies and procedures are evident throughout the work of the department, including those for safeguarding, whistleblowing and anti-corruption, and undertake continual training to ensure these are promoted at all times.
- Other tasks within the broad outline of the role to support the development of MEL capacity across SEED, agreed in partnership with the Heads of Programmes and Senior MEL Officer.

Person specification

1. Undergraduate degree in International Development, Research Methods, Statistics, or related field (master's degree desirable).



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2. 2-3 years of experience in Monitoring, Evaluation and Learning, with demonstrated project management skills and adaptability.
3. Experience in the design, refinement, development and implementation of MEL frameworks for international development and/or community health sectors.
4. Experience leading Results-Based Management approaches, including logframe development and refinement (essential). Experience with participatory approaches to MEL is desirable.
5. Experience leading MEL-related capacity-building and cross-learning initiatives.
6. Clear, demonstrable understanding of research ethics.
7. Demonstrable experience of coordinating and undertaking data collection and analysis, for both qualitative and quantitative data, including proficiency in Excel. Experience using STATA, SPSS or R is desirable.
8. Experience managing, designing and uploading forms on data collection platforms, such as Kobo, Open Data Kit, or SurveyCTO.
9. Strong ability and desire to work independently and within teams from different economic and cultural backgrounds and across multiple language barriers, and to build capacity across cultures.
10. Strong ability to provide leadership and mentorship to direct reports, and others within the organisation.
11. Demonstrate an understanding of and commitment to SEED's ethos and approach and be a good ambassador for SEED at all times.
12. Demonstrate the ability, social skills and confidence to give clear guidance and support to other members of the team in respect of the philosophy and procedures of SEED in order to protect both their safety and the reputation of the NGO.
13. Be able to work to and advocate for all of SEED's policies and procedures, safeguarding those that SEED works with and reporting any concerns appropriately.
14. Be punctual and be able to work to tight deadlines in an organised manner and to a high standard.
15. A flexible and patient attitude, with excellent problem-solving skills.
16. Excellent communication skills, including a sound ability to adapt material for different audiences.
17. Excellent interpersonal skills and ability to build and maintain stakeholder relationships.
18. Fluency in English is required.
19. Needs to fully engage during meetings in French, so a B2-C2 level in French is required.

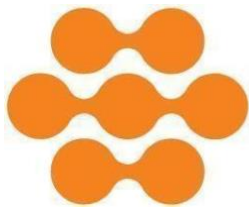
Application procedure

Interested applicants should send a CV and covering letter in English outlining why they wish to take up this position and how their skills and experience match the requirements in the job description criteria to SEED Madagascar Director of Programmes and Operations, Lisa Bass by email on lisa@seedmadagascar.org.

Please note: AI generated cover letters and recruitment exercises will not be processed.

We value concise and focused applications. To help us review all submissions efficiently, please limit your **CV to a maximum of four pages**. Unfortunately, longer CVs cannot be considered.

Application Deadline: Monday 29th June 2026 at 23:59 GMT. Applications will be reviewed on an ongoing basis throughout this period.



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Candidates will complete an exercise, long-listed applicants will have an initial informal interview with Madagascar based staff and short-listed applicants will then be offered an interview with the London team.