



Job Description

Monitoring, Learning, and Evaluation Manager

Location: Remote

November 2023

About Free the Slaves

Founded 20 years ago, Free the Slaves is the leading organization in the anti-modern slavery movement and is dedicated to changing the conditions that allow modern slavery to exist. Through innovative programs, FTS works at community level to build resilient and resistant communities to modern slavery and lead the advocacy at global level.

Currently, Free the Slaves works across the regions of the globe including South and Southeast Asia, Africa, the Middle East, Latin America and the Caribbean.

Free the Slaves runs the Freedom from Slavery Forum and it is a member of the Global Coordinating Group (GCG) of the Alliance 8.7 where it is one of the three organizations representing Civil Society.

Position Overview

Free the Slaves is seeking a highly motivated and experienced Bilingual **Monitoring, Learning, and Evaluation Manager** (MEL Manager) with a strong research and MLE background to join our dynamic team in the fight against human trafficking. This is a full-time remote position. The ideal candidate will possess strong bilingual (English and French) skills, a deep understanding of monitoring and evaluation methodologies, and a commitment to combating modern slavery on an international scale. The MEL Manager reports to the West Africa Director.

This position can be based anywhere depending on candidate's preference

Responsibilities

The Monitoring, Learning and Evaluation Manager will:

- Develop and implement a comprehensive monitoring and evaluation framework aligned with the organization's anti-human trafficking initiatives.
- Design and manage data collection tools, ensuring the accuracy and reliability of information.
- Oversee the collection, analysis, and interpretation of data related to anti-human trafficking programs and projects
- Conduct regular field visits to project sites to ensure data quality and provide technical support to staff.
- Build the capacity of the team in collecting and interpret impact data
- Prepare and submit timely and accurate reports to external stakeholders.
- Present monitoring and evaluation findings and recommendations to management, donors, and other relevant partners.
- Provide training and capacity-building support to project staff on monitoring and evaluation methodologies.

- Supervise MLE team and other staff as needed.
- Develop MLE tools and innovate the MLE practice at FTS
- Foster a culture of data-driven decision-making within the organization.
- Ensure the quality and integrity of monitoring and evaluation processes, adhering to ethical standards and best practices.
- Implement feedback mechanisms to continuously improve data collection and analysis.
- Collaborate with program managers, research officer, and regional directors to align monitoring and evaluation activities with program goals.
- Participate in relevant working groups, conferences, and forums to stay abreast of industry trends.
- Review existing M&E framework and strategies and suggest improvements where necessary
- Supervises the Monitoring and Evaluation Coordinator

Key Relationships

The Monitoring, Learning, and Evaluation Manager will:

- Report to the West Africa Regional Director, and supervise the Monitoring, Learning and Evaluation Coordinator.
- Lead all monitoring, learning, evaluation processes and activities.
- Collaborate with regional managers and the MEL coordinator to design robust M&E strategies for FTS, proposal, and respective regional projects.
- Collaborate with the Research officer, MEL Coordinator, Regional Managers, other Programs and team members and Directors to develop and execute M&E strategies.
- Collaborate with the Head of Communications by sharing timely information and statistics for publication and fundraising purposes.
- Work closely with the Programs Department and country teams to align M&E strategies with programmatic goals.
- Collaborate with all teams to ensure their M&E needs are met and are using the right strategies to inform their work.

Qualifications

- Master's degree or higher in International Development, Social Sciences, Statistics, or any relevant field
- Bilingual proficiency in English and French is essential
- 5+ years of progressively increasing experience in monitoring and evaluation, with a focus on anti-human trafficking or related fields.
- Strong analytical and quantitative skills, with proficiency in data analysis software.
- Proven in-depth expertise and experience in designing and implementing M&E frameworks and strategies for international non-governmental organizations.
- Proven experience in grant/proposal writing and report writing
- Deep personal connection and/or demonstrated commitment to the organizational mission.
- Excellently keen on details and accurate analysis
- Ability to communicate clearly and consistently with a variety of technical and non-technical audiences, including staff, stakeholders, donors, and board members, both orally and in writing.
- Excellent written, communication, presentation, and interpersonal skills.
- Working knowledge and understanding of the universe of human rights and the movement against anti-modern slavery.
- Experience leading and working with staff in an innovative environment.
- Ability to work as a team member

- Strong problem-solving skills.
- Strong time management and organizational skills to independently manage workload and related responsibilities.
- Ability to travel internationally as required.

Geographic location

- This position is remotely based, candidate will have the option of working from home.

Preferred Qualifications

- Prior experience in a similar role with an international non-governmental organization.
- French and/or Spanish language capacity is an asset.

To Apply

Applicants should submit a tailored **cover letter** that outlines their interest and experience, a **resume**, and a **list of three references** from former supervisors. **PLEASE SUBMIT THESE AS ONE (1) WORD OR PDF DOCUMENT** to Careers@freetheslaves.net

Please include your first and surname and the position in the subject line of the email.

Deadline for Submissions

Interested applicants are encouraged to apply as soon as possible. Submissions will be reviewed on a rolling basis until the close date.

Free the Slaves is an equal-opportunity organization. Qualified applicants are considered for employment and consultancies without regard to age, race, color, religion, sex, national origin, sexual orientation, disability or veteran status.

