



VACANCY ANNOUNCEMENT

BRAC International is Hiring! Join BRAC International to create opportunities for people to realise their potential.

Position: Regional Learning & Effectiveness Officer

Job Location: Huye District

About the Role:

The Regional Learning & Effectiveness Officer will be responsible for ensuring effective Monitoring, Evaluation, Accountability, and Learning (MEAL) practices within Brac Stitching Rwanda. This role involves overseeing program quality monitoring, data analysis and management, reporting, capacity building of staff, and contributing to continuous program improvement. The Regional Learning & Effectiveness Officer will report directly to the country M&L Manager and collaborate closely with program teams to ensure adherence to the organization's MEAL standards and methodologies.

Key Duties/Responsibilities:

The Regional Learning & Effectiveness Officer, AIM will be responsible with the following:

I. Monitoring & Evaluation:

- Implement and manage the organization's MEAL systems at the field level, including the AIM M&E Framework and different touchpoints for AIM and provide support on Binsight as one the AIM M&E reporting system.
- Conduct regular monitoring visits to program sites to assess implementation progress and ensure compliance with program indicators and targets.
- Lead in the design, implementation, and analysis of Touchpoint 1 and 4, using statistical software.
- Support in the development and refinement of monitoring tools and data collection processes.
- Coordinate the AIM Program quality monitoring exercises and produce a comprehensive report to inform decision making.

II. Data Management & Analysis:

- Manage program data and ensure data quality through routine data cleaning and validation.
- Conduct descriptive analysis and interpretation of data using statistical software (e.g., SPSS, Stata) to inform programmatic decisions and improve project performance.
- Support in the development of data visualization products (dashboards, graphs, charts) for internal and external reporting.



III. Reporting & Learning:

- Contribute timely and accurate MEAL reports, including monthly, quarterly, and annual reports, highlighting key findings, lessons learned, challenges, and recommendations.
- Contribute to the development of case studies, success stories, and other learning documents showcasing program impact and best practices.
- Facilitate learning sessions and workshops with program teams to promote a culture of learning and evidence-based decision making.
- Submit your weekly plan along with your weekly report to the assigned supervisor for sharing and learning purposes.

IV. Capacity Building:

- Provide technical support and capacity building to staff and partners on MEAL concepts, tools, and frameworks.
- Conduct training sessions on data collection methodologies, survey techniques, and data quality assurance for field staff and enumerators.
- All other duties as assigned.

V. Internal and External Coordination:

- Active contributor and collaborator with regional and global counterparts to promote the use of M&E best practices to strengthen linkages with other internal resources, including learning platforms.

Safeguarding Responsibilities:

- Ensure the safety of team members from any harm, abuse, neglect, harassment and exploitation to achieve the project goals on safeguarding implementation.
- Act as a key source of support, guidance and expertise on safeguarding for establishing a safe working environment.
- Practice, promote and endorse the issues of safeguarding policy among team members and ensure the implementation of safeguarding standards in every course of action.
- Follow the safeguarding reporting procedure in case any reportable incident takes place, encourage others to do so.

Academic Qualifications:

- Bachelor's degree in any of the following or related fields: Monitoring and Evaluation, statistics, Business Information Technology, Mathematics or economics.

Experience Required:

- Minimum of 3 years of relevant experience in monitoring, evaluation, and learning within the international development sector.

Required Skills, Competencies & Knowledge:



- Proficiency in using statistical analysis software (SPSS, Stata) and experience in database management.
- Prior experience in carrying out surveys, conducting interviews, and undertaking assessments are essential.
- Understanding of qualitative and quantitative indicators.
- Creative and out-of-the-box thinking.
- Excellent Analytical and report writing skills.
- Proficiency in written and spoken English required.
- Computers skills – word-processing, and data analysis software experience required.
- Computer database experience preferred.
- Experience in the development of Logical Framework Analyses and in the conducting of Participatory Rural Appraisal is extremely desirable.

Employment type: Regular/Fixed-Term

Salary: Competitive

About BRAC International:

BRAC International (BI), a leading non-profit organization, is on a mission to empower people and communities facing poverty, illiteracy, disease, and social injustice. Our vision is to create a world free from exploitation and discrimination, where everyone has the opportunity to realize their potential. We design proven, scalable solutions that equip people with the support and confidence they need to achieve their potential.

BRAC was founded in Bangladesh in 1972 and over the last five decades has grown to become one of the world's largest non-governmental organizations (NGOs), reaching over 100 million people. We started our first international operation by venturing into Afghanistan in 2002, building on lessons from our work in Bangladesh to support a nation devastated by war. Currently operating in 16 countries across Asia and Africa. Born, proven and led in the Global South, BRAC International brings a unique Southern perspective and commitment to continuous learning, providing a depth of insight, experience and evidence to meet the needs of diverse communities with humility and courage across Asia and Africa. To learn more about BRAC International, please visit (www.bracinternational.org)

Our Core Values:

Integrity: We approach our work with honesty and integrity.

Innovation: We innovate and iterate to improve our impact.

Inclusiveness: We foster inclusion to reach those who need it most.

Effectiveness: We strive for effectiveness to better serve people in poverty.



If you feel you are the right match for the above-mentioned position, please follow the application process to grab your dream opportunity!

Qualified and interested candidates are recommended to submit their application letter addressed to the Country Director, comprehensive Curriculum Vitae, copy of notified academic certificate and professional certificates (if any) in a **single PDF format** and any supporting documents to sbirwanda.recruitment@brac.net.

Please mention the name of the position in the subject bar

Application deadline: 16th March 2026

Only complete applications will be accepted, and shortlisted candidates will be contacted.

BRAC is committed to safeguarding children, young people and adults, and expects all employees and volunteers to share the same commitment. We believe every stakeholder and every member of the communities we work with has the right to be protected from all forms of harm, abuse, neglect, harassment, and exploitation - regardless of age, race, religion, and gender, status as an individual with a disability or ethnic origin. Therefore, our recruitment policy and procedure include extensive background checks and disclosure of criminal records in order to ensure safeguarding to the fullest extent.

“BRAC International is an equal opportunities employer”