

Job Description

Position : Technical Officer- Monitoring, Evaluation & Learning
Department : Programmes
Supervised by : Head of Knowledge & Innovation (Global Office) with matrix supervision by the Director, Eastern Africa
Supervises : None
Location : Nairobi, Kenya

Are you passionate about harnessing monitoring, evaluation, and learning (MEL) to drive impactful conservation? Do you want your expertise to inform strategic decisions that make a real difference to nature and communities worldwide? Wetlands International is seeking an innovative and dedicated Technical Officer – MEL to strengthen our global efforts in wetland conservation and restoration.

Why Wetlands International?

Wetlands International is the leading global NGO dedicated to safeguarding and restoring wetlands vital ecosystems that sustain biodiversity, support livelihoods, mitigate climate change, and ensure water security. We work across diverse landscapes, from coastal mangroves and coral reefs to freshwater lakes, rivers, peatlands, and marshes, collaborating with partners worldwide to inspire meaningful action and systemic change.

1.0 Job Purpose:

As our MEL Technical Officer, you will play a pivotal role in the design, development, and implementation of a robust MEL system rooted firmly in our Theory of Change. This MEL framework is integral to adaptive management, enabling us to learn from our actions, refine our strategies, and maximize our impact across multiple scales—from local projects to global initiatives. You will collaborate closely with our international network, partners, and stakeholders to ensure that our MEL practices consistently deliver credible data and valuable insights. These insights will guide strategic decisions, demonstrate accountability, and enhance organizational learning. The position is based in the Wetlands International Regional Office for Eastern Africa in Nairobi, Kenya. You will join the Global Knowledge and Innovation team.

2.0 Reporting Lines:

This role reports to Head of Knowledge & Innovation with matrix supervision by the Director – Eastern Africa

3.0 Key Responsibilities

Developing and Implementing MEL system (60%):

- Support the creation and refinement of a comprehensive MEL system grounded in our Theory of Change, transforming data into actionable insights.
- Build and maintain an up-to-date MEL data library and user-friendly dashboards.
- Integrate organizational, project, and landscape-level MEL, ensuring alignment with global policy frameworks (e.g., SDGs, Global Biodiversity Framework) and corporate ESG standards.
- Foster accountability toward achieving our 2020-2030 Strategic Intent, championing excellence, best practices, and ESG principles.

Capacity Building and Collaboration (40%):

- Lead knowledge dissemination on MEL methodologies, particularly Theory of Change approaches, across our global offices and partners through a proactive 'Trainer of Trainers' approach.
- Embed MEL systems into project and proposal development processes, ensuring high-quality standards and compliance with internal and external protocols.
- Build and nurture strategic alliances and partnerships to amplify our MEL capabilities.
- Manage selected projects within our Knowledge & Innovation portfolio.

4.0 Qualification, Experience & Skills

4.1 Professional Qualifications

- A minimum of a Master's degree (or higher) in relevant fields (e.g., International Development, Environmental Management, Statistics, Data Analytics) with significant experience in MEL methodologies, including qualitative and quantitative analysis.

4.2 Relevant Experience

- Minimum 3 years of proven international experience in developing and implementing MEL frameworks, ideally within conservation, development, or sustainability sectors.

4.3 Essential Competencies & Skills

- Skilled at translating complex data into clear, compelling insights for diverse audiences.
- Demonstrated expertise in capacity building, training, and empowering teams across cultural contexts.
- Exceptional interpersonal skills, capable of collaborating effectively with global stakeholders.
- You are structured yet creative, able to bridge strategic concepts and practical execution, and passionate about driving continuous improvement through adaptive management.

- Willingness for occasional international travel.

Core organizational competencies

- Professionalism
- Accountability for results
- Integrity and leadership
- Teamwork
- Relationship building
- Communications
- Organisation and self-control

Language Requirement:

Excellent skills in English (writing and speaking)

How to Apply

Candidates should apply by sending the following:

- An updated Curriculum Vitae (mandatory)
- A cover letter (mandatory)
- Expected Remuneration (Gross)

If you believe that your credentials meet the outlined profile, we invite you to apply by emailing your application to hreastafrica@wetlands-eafrica.org not later than **July 31, 2025** with the subject “Application for Technical-MEL”.

Only shortlisted candidates shall be contacted.