



# VACANCY

**Job Title:** A, M&E Graduate Intern

**Location:** Bubi District x1,

## Purpose of Position

The Strategy Evidence and Learning Graduate Intern will be responsible for setting up and managing DME function of the Behavior change GBV prevention interventions and assist in supporting project accountability functions. He/she contributes toward the relevance, effectiveness and efficiency of World Vision programming.

## Major responsibilities

- Assist in ensuring that program implementation is in alignment with key program indicators, use of appropriate tools, formats and procedures for operational monitoring and evaluation
- Assist in setting up monitoring systems including relevant data collection tools to track project performance according to set grant standards.
- Assist in the management of the GBV referral online application
- Produce monitoring reports as per accountability, monitoring and evaluation plan's reporting schedule
- With support from the D, M and E Coordinator, provide capacity building and guidance to the BC team on the projects M and E components
- Participate in enumerator and community cadres training to implement surveys or studies required for evaluating project effects and impacts
- Collection of evidence of impact in programming areas using available tools like the MSC story collection tool
- Participate in the BC program assessments and researches to facilitate evidence-based programming.

## Qualifications, Experience and skills required

- A recent graduate with a degree in Social Sciences, Development Studies, Gender studies, IT, Communication Studies, M and E or related field.
- Professional technical skill desired Certificate in Information Systems and Knowledge Management will be an added advantage. Strong knowledge and practice of data analytics experience in performance measurement and programme evaluation.
- Good personal organisational skills, including time management, and ability to meet deadlines and work under pressure
- Experience in data management
- Experience in documenting and sharing performance reports.

Interested applicants to submit a motivational letter, Curriculum Vitae and Copies of Certificates to [zimo\\_careers@wvi.org](mailto:zimo_careers@wvi.org) not later than 12:00 noon, Thursday 8<sup>th</sup> May, 2025. All applications should be addressed to: The P&C Business Partner, World Vision Zimbabwe. Your email subject line must be Application for A, M&E Graduate Internship.

**Only shortlisted candidates will be contacted.**  
*All qualified candidates are encouraged to apply*