



VACANCY ANNOUNCEMENT

MONITORING AND EVALUATION OFFICER

The Melanesian Spearhead Group (MSG) Secretariat is seeking to recruit a suitable person and invites applications for the position of **MONITORING AND EVALUATION OFFICER**. The Monitoring and Evaluation Officer (M&EO) is a key position in the Executive Division to oversee the sound implementation of monitoring and evaluation of all critical strategic policy documents, programs, projects, and works of the MSG Secretariat.

Interested persons must be a citizen of an MSG member country, and including the FLNKS of New Caledonia.

Interested persons must have at least the following:

1. Postgraduate qualification in a relevant field, such as international development, public sector policy and or economics;
2. At least 5-10 years of relevant work experience in monitoring and evaluation or other performance management information, including the development of M&E frameworks or databases and utilizing a wide range of quantitative and qualitative research methods.

“The MSG Secretariat is an equal opportunity employer and strongly encourages all with the relevant and required qualifications and experiences to apply for this role”.

Applications must include copies of qualifications, a copy of Curriculum Vitae, and written references from a minimum of two (2) referees, and be marked **“Confidential”** and addressed to:

Director General
Melanesian Spearhead Group Secretariat
Independence Garden
Private Mail Bag 9105
Port Vila, Vanuatu

Applications can also be emailed to recruitment@msg.int, clearly marked *“Monitoring and Evaluation Officer.”*

Applications must be submitted no later than **Friday 28, June 2024.**

Full details of the job description and responsibilities, requirements, and remuneration package can be obtained <https://msgsec.info/vacancies/> or from Ms. Mothy Sisi at email m.sisi@msg.int or by telephone (678) 24537 / 27791.

Only persons with appropriate skills and abilities need to apply.

Authorized by
Director General
MSG Secretariat