



អង្គការកេរ្តិ៍ជំនឿស្ត្រីជនរងគ្រោះ

ជួយស្ត្រីជំនឿអោយស្ត្រីអាចជួយខ្លួនឯង

CAMBODIAN WOMEN'S CRISIS CENTER (CWCC)

helping women help themselves

Monitoring & Evaluation Coordinator

CWCC, a highly regarded local not-for-profit organization, has been operating since 1997 and continues to grow its services to women and children who are victims of domestic violence, rape, and trafficking. CWCC's vision is to eliminate violence against women and is committed to reducing violence through intervention, education, advocacy and direct services for women.

CWCC is seeking to appoint a capable, energetic, and committed person for the position of **Monitoring & Evaluation Coordinator** base in Head Office, Phnom Penh.

Key responsibilities:

Report to Program Manager

- Responsible for developing project monitoring framework.
- Responsible for monitoring and evaluation of CWCC program and projects, internal assessment, including the strategic information.
- Collect monthly report from regional offices and make sure the report consists with all program activities.
- Translate and prepare report to donors in timely manner and other report requested by donors or stakeholders.
- Develop and work with CWCC staff in proposal development
- Produce CWCC comprehensive report such as annual and quarterly progress reports
- Collect, collate, compile, process and analyze relevant data of CWCC program/projects
- Assist Program Manager to make sure the good quality project implementation
- Perform other tasks as requested by Executive Director

Selection Criteria:

- Bachelor degree in Social Development Study, Gender Development or related field
- Minimum 3 years experiences in M&E with NGO
- Good leadership, communication and interpersonal skills
- Strong analytical and data collection skill
- Excellent written and communication skills in Khmer and English
- Have knowledge on database system is an advantage
- Physically fit and willing to spend extended periods of time away from home

Salary range for this position is from **US\$ 650 to US\$ 900** excluding other benefits.

Interested candidates are requested to send their CV and copy of relevant documents to below address:

The Cambodian Women's Crisis Center (CWCC)
#13C, St. 331, Boeung Kok II, Khan Toul Kork, Phnom Penh
Tel: 855 23 997 967
Email: HOhr@cwcc.org.kh

Closing date: 16 January 2023 at 5PM

Only shortlisted candidates will be invited for interview.