

Monitoring and Evaluation Officer

Verité is a growing, award-winning non-profit organization that illuminates and addresses serious human rights and labor rights violations in factories, farms, and other workplaces around the world. We serve private- and public-sector clients by building their understanding of labor rights problems in global supply chains and developing their abilities to solve those problems.

Title	Monitoring and Evaluation Officer
Location	Brazil
Role	<p>Verité is seeking a Brazil-based Monitoring and Evaluation (M&E) Officer for the Cooperation on Fair, Free, Equitable Employment (COFFEE) Project, an initiative funded by the U.S. Department of Labor’s Bureau of International Labor Affairs (USDOL-ILAB). The Project has recently received a one-year extension to be implemented from 2024 to 2025, with the potential for additional extensions. The contractor will lead the development and oversee the implementation of all program M&E activities, including the Comprehensive Monitoring and Evaluation Planning (CMEP) process.</p> <p>The position will require occasional travel to the U.S. and to the project’s geographical areas of intervention within Brazil (Minas Gerais, Espirito Santo, São Paulo and Bahia). This position is only available to individuals currently residing in Brazil with legal authorization to work in the country.</p>
Responsibilities	
	Managing all aspects of project M&E activities, including revision of the current CMEP documents and development and revision of related project tools and workplans.
	Coordinating and performing ongoing data collection, data analysis, and disaggregation, as needed.
	Designing systems and databases to monitor project performance and stakeholder engagement.
	Conducting ongoing monitoring of project indicators and tracking of progress toward project performance targets.
	Ensuring learning from ongoing M&E is used to improve or adapt the CMEP and project implementation where necessary.
	Ensuring overall quality and timeliness of all program M&E deliverables.
	Perform other related duties as required or as assigned by supervisor.
Required qualifications	
	Minimum four years of experience in a M&E position responsible for implementing M&E activities for international human rights, labor rights, or development projects.
	Bachelor's or master's degree in statistics, demographics, public policy, international development, economics, or related field.
	Proven success in designing, implementing, and operating full-cycle M&E systems from project initiation to closeout stages.

	Experience designing and managing beneficiary monitoring and database systems.
	Experience in strategic planning and performance measurement, including indicator selection, target setting, reporting, and database management.
	Experience designing and implementing results-based monitoring systems for projects focused on capacity building.
	Knowledge of the major evaluation methodologies (e.g., qualitative, quantitative, mixed method, and impact) and data collection and analysis methodologies.
	Experience developing and refining data collection tools and overseeing data quality assessments.
	Ability to facilitate and serve as project liaison for externally managed evaluations.
	Ability to maintain working relationships with all project stakeholders, including Verité staff and public, private, and civil society partners.
	Exceptional multi-tasking and prioritization skills, coupled with strong creative problem-solving skills.
	Native-level fluency in Portuguese and professional-level fluency in oral and written English.
	Must currently reside in Brazil and have legal authorization to work in the country.
Preferred Qualifications	
	Advanced certificate in M&E, statistics, or economics.
	Familiarity with the Brazilian agricultural sector, especially coffee.
	Previous experience with U.S. government-funded projects (USDOL, USAID, US Department of State, etc.).
Qualifications for all Verité positions	
	Demonstrates sensitivity and competency engaging with the diverse marginalized populations impacted by Verité's mission around the world.
	Demonstrates strong personal commitment to Verité's mission or related social justice objectives in human rights, labor issues, international law, or corporate social responsibility.
	Demonstrates professional competency and/or personal experience thinking and working effectively across boundaries. *
	Personal reliability and commitment to organizational success.
	Maintains confidentiality in communications, as appropriate.
Salary	\$52,000-\$70,000 USD annually commensurate with qualifications and experience
To Apply	Please submit a resume and a brief cover letter through the Verité application portal at www.verite.org/careers . No telephone or email inquiries will be accepted.

**These include, but are not limited to gender, race, religion, age, disability, gender identity, sexual orientation, marital status, pregnancy status, nationality, class, political opinion, union affiliation, or social or ethnic origin.*



Verité is committed to a diverse work force and is an Equal Opportunity Employer that does not discriminate against any employee or applicant for employment because of race, color, sex, age, national origin, religion, sexual orientation, gender identity and/or expressions, status as a veteran, and basis of disability or any other federal, state, or local protected class. Verité's daily work to achieve our vision of a world where people work under safe, fair, and legal conditions is inherently linked to topics of diversity, equity, and inclusion. Recognizing that the labor market and institutions have long marginalized people of color, LGBTQ+ people, women, and people from working class background, we therefore feel the need to be particularly proactive in encouraging candidates who identify as such to apply.