

JOB NEWS

Learning hub Permanent position Monitoring and Evaluation Specialist

Reporting to the Head: Learning Hub this opportunity seeks a highly experienced and technically knowledgeable monitoring and evaluation professional who will provide secretariat support to the Learning Hub in measuring impact and preserving the institutional memory of work done in the identification, selection and sustainable adoption of leading practices or simple leading practices with the greatest occupational health and safety benefit within the context of the MOSH leading practice adoption system and other mining industry imperatives such as the occupational health and safety milestones, culture transformation framework, health and safety research outcomes, mining modernisation, and critical controls management. It is envisaged that the successful candidate will have:

- A degree or diploma in social sciences or a related discipline
- A minimum of five years' experience in a programme monitoring and evaluation role
- Specialised monitoring and evaluation courses
- Expert knowledge of monitoring and evaluation systems, frameworks and databases
- Thorough knowledge of website design practices and social networking strategies
- Working knowledge of the MOSH Leading Practice Adoption System will be an added advantage
- Understanding of the mining industry environment including but not limited to occupational health and safety milestones; occupational health and safety challenges facing the mining industry in the areas of noise induced hearing loss, dust, falls of ground, and transport and machinery; as well as other mining industry initiatives such as the culture transformation framework, critical control management, and modernisation will be an added advantage
- Demonstrated ability to build and transfer knowledge



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- Demonstrated ability to work both independently and interact collaboratively in a matrix organisation with various stakeholders and other team members
- Proven research and data collection skills, statistical design and analysis skills, verbal and written communication skills; report writing, quality assurance, presentation, facilitation, networking, project management and analytical skills
- Proven behavioural skills and a passion for inspiring behavioural change for improved health and safety
- Excellent computer skills including but not limited to word processing, spreadsheet programs, data base, web-based software and statistical software packages
- Passion to stay abreast of the latest technical knowledge in the design and development of monitoring and evaluation systems
- Registration with the South African Monitoring and Evaluation Association (SAMEA) or any other recognised professional monitoring and evaluation body will be an added advantage

The successful applicant will be expected to:

- Contribute to the improvement of the Learning Hub impact through provision of technical professional expertise in MOSH programme monitoring and evaluation
- Assist in the formulation of team plans from a monitoring and evaluation perspective
- Collaborate with external service providers and internal customers to manage, coordinate and maintain the MOSH website
- Monitor, implement and maintain updates and overall data integrity
- Facilitate the development of indicators for monitoring adoption of leading practices
- Facilitate mine-level adoption monitoring and evaluation plans
- Advise the MOSH Learning Hub secretariat in designing and planning for evaluations, special studies and assessments
- Assist MOSH adoption teams and mine-level adoption teams to select and use the correct data collection methods
- Conduct regular reviews and measure the effectiveness of the MOSH outreach programmes



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- Document and share lessons learnt and successes achieved through MOSH processes
- Contribute to the development of a framework for data collection and information management
- Quality assure monitoring and evaluation outputs for completeness and integrity
- Provide secretariat support to the Learning Hub structures
- Build their own knowledge and transfer knowledge to others on issues related to monitoring and evaluation
- Build sound working relationships with internal and external stakeholders
- Work in an organised manner

The remuneration package is negotiable and commensurate with the seniority of the position.

Please send detailed CVs to: fkhota@chamberofmines.org.za

Closing date: 13 October 2017