

## IT and Data Management Mentor

### So They Can , Tanzania

<b>Assignment title</b>	IT and Data Management Mentor		
<b>Partner organisation</b>	So They Can		
<b>Location</b>	Tanzania	Babati	
<b>Type of assignment</b>	In-country Assignment		
<b>Duration of assignment</b>	12 months		
<b>Assignment phases</b>	<b>Phase</b>	<b>Mode</b>	<b>Duration</b>
	1	Remote (online)	3 months
	2	In-Country	9 months
<b>Proposed start date</b>	8 June 2026		
<b>Website</b>	www.sotheycan.org		
<b>Australian organisation:</b>	So They Can International, Mary Alice Foundation, 1666 Foundation, Phillips Family Foundation, LVP Foundation		

#### ABOUT THE PARTNER ORGANISATION

So They Can (ASTC) was founded in Tanzania in 2012, through a partnership agreement with the Ministry of Education and the communities of Endakiso and Mamire Wards, to build the Mamire Teachers' College in Manyara. STC is part of So They Can International (Australia). The organization focuses on education, and the existing programs, work to provide quality education to children living in poverty through improved learning conditions, teacher training, child development, and women’s empowerment through inclusive partnerships with the community and governments.

As of 2026, the organisation partnered with 36 government schools (29 primary and 7 secondary) in the Babati District, Manyara Region to reach over 21,000 school children and 460 teachers. The holistic Education Program aims to improve access, quality and inclusion in education for children in rural communities and supporting Graduate Teachers to intern for two years at our partner schools.

#### ABOUT THE ASSIGNMENT

So They Can Tanzania delivers wide-ranging programs across multiple sectors, generating a large volume of program and operational data. Accurate, consistent, and reliable data is critical for informed decision-making, donor reporting, compliance, and measuring impact. Currently, the organisation faces challenges due to multiple documents referencing the same datasets, inconsistent updates, and varying

levels of data accuracy. These issues limit the organisation’s ability to confidently analyse results and use data effectively to guide strategic and operational decisions. Strengthening data management systems is therefore essential to ensure data integrity, accountability, and long-term organisational effectiveness.

To address these challenges, So They Can Tanzania is seeking a volunteer with experience in IT and Data Management. The volunteer would play a crucial role in supporting the team to review current data collection tools, data storage systems, data processing, and developing Data Management Systems to ensure efficient data collection, storage, security, accessibility and interpretation of large datasets to support improving decision-making, compliance, and operational efficiency. Working closely with the teams, the volunteer will also contribute to capacity building initiatives, as the organisation is committed to empowering and upskilling its local staff.

### ASSIGNMENT OBJECTIVES AND PROPOSED ACTIVITIES

The volunteer will work alongside members of So They Can - Tanzania to support the below objectives:

Assignment objectives	Proposed activities
<p><b>Remote (online) Phase Objective:</b></p> <p>Review existing Data Management Systems and Tools.</p>	<ul style="list-style-type: none"> <li>● Familiarization with the Organization, projects and the collaborative approach with communities and Government, project scopes, risks, budgets, etc.</li> <li>● Review the current organization data management systems including data collection tools, data sets, processing, analysis, security, and dissemination (internally, donors, stakeholders, Government).</li> <li>● Review the current organization MEL System (<a href="#">TolaData</a>) vs. the data processing requirements.</li> <li>● Perform a gaps analysis.</li> </ul>
<p><b>In-Country Phase Objective:</b></p> <p>Strengthened Organisational Data Management Systems.</p>	<ul style="list-style-type: none"> <li>● Support the team to validate existing systems and confirm identified gaps so as to ensure proper storage, data accuracy, security, accessibility and interpretation of large datasets for informed decisions.</li> </ul>

	<ul style="list-style-type: none"> <li>• Support the streamlining of data processes for reporting.</li> <li>• Work with the team to recommend, develop and test tools that can be used for data collection, quality control, validation, processing and tracking.</li> <li>• Provide technical expertise in designing/ improving the organization digital Data Management systems based on the identified gaps found in current data management systems.</li> </ul>
<p><b>In-Country Phase Objective:</b></p> <p>Strengthen team in data management.</p>	<ul style="list-style-type: none"> <li>• Lead Capacity building of project staff and partners on developed Data Management System including its use, data management, security, analysis, and reporting.</li> <li>• Provide technical guidance on carrying out data quality assessments to review quality of data at Program and project level.</li> <li>• Provide technical guidance in running robust data analysis, visualisation interpretation and presentation through designed/ improved Data Management Systems.</li> </ul>
<p><b>Inclusion objective and proposed activity</b></p>	
<p>The volunteer will work alongside the partner organisation to uphold values of diversity, equity and inclusion. Inclusive approaches will aim to make everyone welcome and support equal access to activities and opportunities regardless of gender, age, disability status or background (eg religion, language, ethnicity and marginalised or vulnerable groups).</p>	

So They Can is an equal opportunity organization and does not discriminate against people. The volunteer will work alongside So They Can to ensure policies on inclusion are followed.

**SELECTION CRITERIA**

**Education and qualifications**

Essential	Desirable
<ul style="list-style-type: none"> <li>● Education qualification in data management, or related fields.</li> <li>● Expertise in data management.</li> </ul>	<ul style="list-style-type: none"> <li>● Software development in data management and processing.</li> <li>● Experience in relevant programming languages, such as SQL or Python.</li> </ul>

**Knowledge and experience**

Essential	Desirable
<ul style="list-style-type: none"> <li>● Expertise in data management, database administration, data analysis, data processing and security.</li> <li>● Demonstrated experience in data management.</li> <li>● Experience in developing data systems/ solutions for organisations.</li> </ul>	<ul style="list-style-type: none"> <li>● Knowledge and/or expertise in Sustainability Development.</li> <li>● Extensive experience in provision of direct data management technical support in the context of non-profits charity-based interventions.</li> <li>● Any experience developing mobile apps would be an advantage.</li> <li>● Inter-cultural sensitivity and experience working in rural settings will be an added advantage.</li> <li>● Excellent communication skills in English, with experience in leading teams in an inter-cultural setting.</li> </ul>

*Following the Program’s values on locally led development, this Assignment Description has been developed and negotiated in good faith with the Partner Organisation. The information contained was correct at the time of acceptance of the request. However, while we take responsibility for matters under our direct control, all assignments and arrangements are subject to change. This assignment may be amended or withdrawn to reflect changes in circumstances.*

**Line Manager: Country Manager**

**Working relationships: MEL Manager, MEL Officer, Project Leads, Communications Officer and Country Manager (STC TZ); Program Manager (STC-Int.), Grants Manager (STC-Int.)**

**Hours and days of work:**

In-country phase	Remote Phase
Full time	Part time (less than 25 hours per week)

**Leave:** All volunteers are entitled to 20 days leave per 12 months, unless advised otherwise. The same conditions and terms as local colleagues apply, including national holidays.

**Work from home:** Working from home while on an in-country phase must be in line with usual partner organisation's practices and agreed with the in-country office.

**Professional indemnity insurance** *(Required for all volunteers who are acting as a medical, allied health or legal professional whilst on assignment):*

No, this assignment is not deemed to require professional indemnity insurance

The volunteer should consult the partner organisation about the need for professional indemnity insurance for the role prior to departure. Where required and/or considered essential to hold this insurance, please discuss this with the Volunteer Services Manager in Melbourne prior to departure.

## LIFE AS A VOLUNTEER

The Australian Volunteers Program supports volunteers from preparing to go on assignment through to returning home. For a full breakdown of support provided including assignment allowances, please visit: <https://www.australianvolunteers.com/volunteering/lifestyle-and-support/>

## Country context

Learn more about the host country's location by reading the country profile. We encourage candidates to research the specific location of this assignment as it will be discussed and addressed with a recruitment officer during the interview process.

For more information, please visit country links:

<https://www.australianvolunteers.com/countries/tanzania> and <https://www.dfat.gov.au/geo/tanzania>

## HOW TO APPLY

All applications must be submitted online through the Australian Volunteers Program website. If you have not already done so, you will need to register on our website prior to applying. For more information about how to apply, please visit:

<https://www.australianvolunteers.com/volunteering/how-it-works>

## Australian Volunteers Program



We actively support and encourage people of all backgrounds and abilities to volunteer internationally and aim to make the program as accessible and inclusive as possible. The program has a dedicated Indigenous Programs Coordinator to support Aboriginal and/or Torres Strait Islander volunteers, who can be contacted at [indigenouspathways@australianvolunteers.com](mailto:indigenouspathways@australianvolunteers.com). Access and inclusion plans are available for volunteers with disabilities, to ensure their assignments and living and working arrangements are made more accessible.

### Personal circumstances

Due to security, cultural, legal or visa restrictions associated with this location, we ask that applicants disclose the following:

- If they want their same-sex partner to accompany them on assignment.
- If they want their partner, to whom they are not legally married, to accompany them on assignment.
- If they want their child(ren) to accompany them on assignment.
- If they have a criminal conviction where a criminal conviction may be relevant to the inherent requirements of the assignment.