

Monitoring, Evaluation and Learning Mentor

TANZANIA EDUCATION NETWORK/ MTANDAO WA ELIMU TANZANIA (TEN/MET) , Tanzania

Assignment title	Monitoring, Evaluation and Learning Mentor		
Partner organisation	Tanzania Education Network/Mtandao wa Elimu Tanzania (TEN/MET)		
Location	Select Country	Dar es Salaam, Tanzania	
Type of assignment	In-country Assignment		
Duration of assignment	Select total duration of assignment		
Assignment phases	Phase	Mode	Duration
	1	In-Country	12 months
Proposed start date	12 February 2027		
Website	www.tenmet.or.tz		

ABOUT THE PARTNER ORGANISATION

Tanzania Education Network/Mtandao wa Elimu Tanzania (TEN/MET) is a network of 245 members working in the education sector since its inception in 1999. The organisation's core aim is to coordinate and strengthen education, Civil Society Organizations (CSOs), and Non-Governmental Organizations (NGOs), including international NGOs, to advocate for equitable access to quality education. It also works to articulate the concerns of local communities with an informed collective voice, and influence policies for Universal Basic Education (UBE) in Tanzania.

TEN/MET envisions a national education system through which every Tanzanian learner can have the opportunity to access inclusive, equitable and quality education in Tanzania.

ABOUT THE ASSIGNMENT

This Monitoring, Evaluation, and Learning (MEL) assignment is a critical component of TEN/MET's efforts to strengthen its institutional capacity in tracking progress, measuring impact, and enhancing the effectiveness of its programs and advocacy initiatives. As a leading education network in Tanzania, TEN/MET plays a pivotal role in promoting inclusive, equitable, and quality education. This assignment will support the team to provide a structured framework in order to assess how the organization is performing and achieving its strategic objectives to deliver on its mission.

The importance of this MEL assignment lies in its support of the ability to institutionalize learning and promote a culture of continuous improvement. It will reinforce transparency and enhance TEN/MET's credibility as a policy influencer and education advocate. Furthermore, by generating credible data and insights, the assignment should position TEN/MET to attract strategic partnerships and donor support.

Ultimately, it will enable the network to better serve its members and contribute meaningfully to national and global education goals.

While some local expertise exists, the current financial and human resource constraints limit TEN/MET’s ability to recruit and retain dedicated MEL professionals internally. This volunteer assignment will complement existing efforts, ensure knowledge transfer, and leave a sustainable impact by building internal capacity for long-term MEL integration across the network.

TEN/MET is a well-established and respected national education network with a strong track record in policy advocacy, stakeholder engagement, and coordination among civil society actors. Its diverse membership base and strategic partnerships offer a rich environment for collaboration and knowledge exchange. A volunteer working with TEN/MET will gain valuable insights into national education systems, policy processes, and grassroots advocacy in the Tanzanian context. They will also have the opportunity to contribute to meaningful initiatives that influence education reforms and equity. The dynamic, mission-driven environment provides a unique platform for professional growth, cross-cultural learning, and impactful contribution to sustainable development goals.

ASSIGNMENT OBJECTIVES AND PROPOSED ACTIVITIES

The volunteer will work alongside members of Tanzania Education Network/Mtandao wa Elimu Tanzania (TEN/MET) to support the below objectives:

Assignment objectives	Proposed activities
In-Country Phase Objective: Strong MEL systems in the organization	• Support the team to conduct a MEL Needs Assessment • Help to develop a Comprehensive MEL Framework that aligns with the organisation’s strategic plan • Support the definition of Key Performance Indicators and Data Collection Tools Help to design standardized MEL tools and templates • Build Capacity of Staff and Member Organizations • Support the team to establish a Centralized Data Management System • Help to integrate MEL into Project Planning and Implementation

In-Country Phase Objective: Monitoring and Evaluation Strategy Developed	• Work with the team to review the existing Strategic Plan and results framework (2023–2027) • Help to define M&E operational structure and roles • Support the development of Data Management and Reporting Protocols • Work with the team to develop a comprehensive M&E Strategy document • Help to design an Annual MEL Plan • Support the strengthening of the organisation’s Capacity for MEL Implementation
In-Country Phase Objective: Monitoring and Evaluation of project and Strategic Plan conducted	• Help to collect and analyze data against defined indicators in the Strategic Plan and project frameworks. • Support the preparation and submitting of periodic monitoring and evaluation reports highlighting progress, challenges, and recommendations. • Help to facilitate evaluation exercises, including mid-term and end-term reviews, to assess project and Strategic Plan outcomes and impact
Inclusion objective and proposed activity 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). The volunteer will work alongside members of TEN/MET members, Development Partners, and Government officials to: • Ensure all TEN/MET stakeholders, regardless of their situation, are supported.	

SELECTION CRITERIA

Education and qualifications

Essential	Desirable
• Master's degree in a relevant field such as Monitoring and Evaluation, Statistics, Social Sciences, Development Studies, Public Health, or a related discipline. • Training or certification in Monitoring and Evaluation or Data Analysis from a recognized institution or development agency (e.g., UN, World Bank, or academic institutions offering M&E courses).	• Master's degree in Monitoring and Evaluation, Development Studies, Public Policy, Statistics, or a related field. • Certification in data analysis or visualization tools, such as SPSS, STATA, Power BI, or Tableau, from a recognized institution.

Knowledge and experience

Essential	Desirable
• A MEL volunteer should have a solid understanding of monitoring and evaluation frameworks such as logical frameworks, Theory of Change, and Results-Based Management. Familiarity with developing and tracking SMART indicators, data collection methodologies, and different types of evaluations is important. • A MEL volunteer should possess strong analytical and data management skills, including the ability to collect, clean, and analyze both qualitative and quantitative data using tools such as Excel or statistical software. • Effective communication and reporting skills are also essential for drafting clear reports, developing data collection tools, and conveying findings to various stakeholders. • Additionally, strong fieldwork and interpersonal skills are crucial, as the volunteer will often engage with	• MEL volunteer can benefit from having GIS and mapping skills to support spatial data analysis and visualization. Knowledge of mobile data collection tools such as Kobo Toolbox or ODK is also advantageous for streamlining field data collection and improving data accuracy.

communities, be involved in conducting interviews or surveys, and need to adapt to diverse field conditions with cultural sensitivity and professionalism.	
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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: National Coordinator

Working relationships: TENMET secretariat team will work closely with the volunteer and the volunteer will receive the required team support from the team

Hours and days of work:

In-country phase

Full time

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>

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. 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.