



M&E Performance Systems Officer
Location: Nairobi, Kenya
Job Reference: PSO/M&E/KE/08/2024

AGRA and its Work to Transform Agriculture

AGRA is an African-led institution that actively supports the drive towards inclusive agricultural transformation and sustainable food systems. We do this by empowering the continent's 33 million smallholder farming households to transform their agriculture from a struggle to survive to profitable businesses. The continent's farmers regularly face challenges, and we aspire to provide uniquely African solutions that respond to their agricultural and environmental challenges, leading to increased harvests for reduced hunger and more income.

Working in alignment with the development priorities of our focus countries, we enable farmers to access improved and high-yielding seeds, gain knowledge on sustainable farming, and linkages to profitable markets. In our work, we aspire to build the alliances, partnerships, and networks required to drive an inclusive agricultural transformation. We work with our partners to create an equitable youth-friendly environment that harnesses the youth dividend on the continent to drive growth and facilitate open employment opportunities for young women and men. We achieve our key objectives through a focus on the following four areas of intervention:

1. Policy and state capability - We support governments in creating an enabling environment for private sector involvement in agricultural transformation.
2. Seed systems – We trigger higher productivity by increasing the availability and access to improved seeds by farmers allowing them to increase their harvests for food security and better incomes.
3. Sustainable farming – We support farmers in building resilient farming systems for sustained high yields through interventions such as mechanization and irrigation.
4. Inclusive markets and trade – We work to increase the linkages between farmers, and other market actors for a positive, sustained cycle of commercialization and reinvestment.

Why Join Us?

People are the heartbeat of our organization and remain the true drivers of our delivery, impact, and success. We have cultivated a workplace that fuels Depth in Collaboration, Excellence in Execution, Constructive Engagements, and a spirit of being Increasingly Entrepreneurial; all underpinned by our cherished I-RISE Values (Integrity, Respect, Innovation, Stewardship and Equity)

We work with incredible people and partners who have roots in farming communities across the African continent combined with an inclusive, diverse, and talented workforce from over 25 nationalities. Our commitment to a call to action goes beyond ourselves as we arise to catalyze African Food Systems transformation and improve the livelihoods of smallholder farmers.

We are looking for people who are passionate about being part of a mission-driven team that is making a real difference on the continent; love to work on cutting edge Ag technologies; and able to grow their skills, expertise, and experience career growth, while enjoying very competitive compensation and benefits.

Are you ready to embark on this exciting transformative journey with us?



The Position

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The Performance Systems Officer will be responsible for the coordination and management of automation of AGRA performance systems for results which encompasses the development, review, and implementation of the AGRA Management of Information System (AMIS), macro-data and farmer-facing MIS platforms and support for Knowledge Management.

The position holder's primary role will be to ensure successful automation and functioning of AGRA Management of Information System (AMIS) as well as continuous capacity building of grantees and AGRA staff to apply the system.

Key Duties and Responsibilities:

- Ensure that AMIS is enhanced, maintained and fully functional to track grantee performance results in alignment with the AGRA Strategy and Results Framework.
- Lead the effective use of AMIS through capacity building and support to AGRA staff and grantees.
- Support grantees to upload grants specific Results Framework and KPIs into the system as layout for the online grant-making and monitoring to meet agreed programmatic deliverables.
- Support generation required reports using the analytics tool and provide system data quality checks feedback to the M&E team.
- Support the setting up of the macro-data and the farmer facing data platforms for AGRA strategy.
- Support the evaluations, studies, and analytics within the M&E team for performance reporting of AGRA results as required.
- Leads continuous improvement of the AMIS system and integration with other AGRA systems working closely with the ICT and grants team in collaboration with the systems developer.
- Collates and analyses feedback from users both internal and external working closely with the grants and program teams to identify areas of improvement including automation of emerging areas such as Environmental Social Management (ESMS), tracking of new initiatives beyond grants.
- Supports collation of AGRA data for the quarterly and annual reporting of the AGRA wide program results.
- Advises internal and external stakeholders i.e., unit, program staff and grantees, partners and stakeholders, administration and finance on M&E issues and acts as the point of contact for related issues in the unit.
- The position holder works closely with the Regional and Country M&E Officers, Program Performance Officer, Evaluation and analytics Officer, Grants, Program and Support teams (ICT, procurement), and AGRA Grantees.
- Builds and manages external relationships and keeps current of key developments in performance systems.
- Provide system support to internal and external users in collaboration with systems developers and troubleshooting where needed.
- Collaborates effectively with the ICT and Grants units to integrate the Agricultural Management Information System (AMIS) with other systems, such as Resource Mobilization (CX), Oracle Budget system (PBCS), Fusion, and Procurement, to facilitate comprehensive tracking of results from program consultancies.



- Continuous enhancement of platform based on user feedback and changing needs of AGRA.

Key Qualifications and Experience required:

- **Essential**
 - A degree in computer-based studies, Arts, Social Sciences, or other relevant field with additional training in Results Based Monitoring & Evaluation and project Management.
- **Desirable**
 - Ability to communicate in French
 - Outstanding writing, analytical skills essential, computer proficiency and familiarity with a range of software applications including word processing, spreadsheets, and databases.
- **Technical Competencies**
 - Expertise in Monitoring and Evaluation (M&E) Systems
 - MIS Management
 - Capacity Building Expertise
 - Reporting and Data Quality Assurance
 - Budget Preparation and Tracking Support
- **Behavioral Competencies**
 - Ability to drive collaboration through inclusive and agile teaming, breaking siloes, sharing information celebrating joint successes.
 - Ability to execute excellently by delivering high-quality work at speed, committing to decisions and plans, and increasing accountability to deliver impact at scale.
 - Ability to be sincerely constructive in interactions with others by demonstrating trust, sincerity, and care, in recognition of our joint purpose.
 - Ability be increasingly entrepreneurial by breaking hierarchies, embracing learning and innovation to unlock the potential of diversity and ideas.

If you believe you are the right candidate for this position, kindly submit your application with a detailed CV (including your e-mail and telephone contacts) to recruit@agra.org. Please quote the job reference number in the subject line of the application e-mail.

Applications must be received on or before 13th September 2024. Due to the large volumes of applications, we usually receive, we will only be able to contact those candidates who are shortlisted.

AGRA reserves the right to make changes to this role.

Data Privacy Statement

As part of our recruitment process, AGRA collects and processes personal data relating to job applicants. AGRA is responsible for the processing of any personal information you provide to us. We take our responsibilities



regarding the protection of personal information very seriously. You can view AGRA's Privacy Policy here <<https://agra.org/policy/privacy-policy/>>. We may use this information to conduct background verification, during the recruitment process, with your consent.

For more information on the AGRA, visit www.agra.org.

AGRA is an Equal Opportunity Employer