JOB TITLE	Senior Executive – Research and Monitoring and Evaluation
REPORTS TO	Head – Learning C Development
EMPLOYMENT TYPE	Full Time

About   the   Position

The Organisation is seeking a highly motivated and detail-oriented Executive, Research, Monitoring C Evaluation to strengthen its data-driven approach to social impact. This role is central to measuring the effectiveness of the Foundation's initiatives, evaluating outcomes, and providing strategic insights to guide evidence-based programming and continuous improvement.

As part of the Learning C Development team, the Executive will collaborate with program leads, research partners, and stakeholders to develop and implement robust frameworks for monitoring, evaluation, and research across projects. The position offers a unique opportunity to contribute to social change within the criminal justice ecosystem and development sector.

Key Responsibilities

Monitoring G Evaluation

- Develop and implement MCE frameworks, indicators, and tools to track the performance of programs and projects.
- Monitor ongoing projects, ensuring timely collection, analysis, and reporting of qualitative and quantitative data.
- Prepare periodic performance reports, dashboards, and evaluation summaries for internal use and donor reporting.
- Analyze data to identify trends, outcomes, and areas for improvement, providing actionable recommendations to project teams.

Research G Learning

- Design and support internal and external research studies, including baseline, midline, and endline evaluations.
- Collaborate with academic and research institutions for joint studies and knowledge exchange.
- Document best practices, success stories, and case studies that highlight the Foundation's impact.
- Support thought leadership initiatives by producing knowledge products such as white papers, research briefs, and learning papers.

Data Management and Reporting
- Ensure high standards in data collection, validation, storage, and visualization using digital tools.
- Maintain an organized database of research findings, indicators, and impact metrics.
- Generate reports and presentations for external stakeholders, funding partners, and advocacy efforts.

Collaboration and Capacity Building
- Work closely with program and communications teams to align MCE and research with project goals and organizational strategy.
- Facilitate internal learning sessions and training workshops on MCE tools and methodologies.
- Promote a culture of continuous learning, innovation, and accountability within the organization.

Qualifications G Skills
Education G Experience
- Master's degree in Social Sciences, Public Policy, Development Studies, Statistics, or a related field.
- 2–4 years of experience in research, monitoring C evaluation, preferably in the non-profit or development sector.

Technical Skills
- Strong knowledge of MCE methodologies, tools, and digital platforms (e.g., Power BI, Excel, SPSS).
- Proven experience in data analysis, report writing, and documentation.
- Ability to interpret and present data for different audiences.

Interpersonal G Managerial Skills
- Excellent verbal and written communication skills.
- Strong analytical mindset with attention to detail.
- Collaborative team player with the ability to manage multiple priorities.
- Self-driven with a proactive approach to problem-solving and innovation.

Interested candidate please share your cv at:

contact@pmspl.net.in