Call for Application: Monitoring, Evaluation and Learning (MEL) Officer

Location: Abuja, Nigeria | Employment Type: Full-time | Experience: 5–7 years

About CSEA

The Centre for the Study of the Economies of Africa (CSEA) is an independent, non-profit policy research think tank established in 2008 and based in Abuja, Nigeria. CSEA conducts rigorous, independent research and policy analysis to generate evidence that informs policymaking and contributes to improved economic and development outcomes across Africa.

Role Overview

CSEA is seeking a skilled and results-oriented Monitoring, Evaluation and Learning (MEL) Officer to strengthen the Centre's monitoring, evaluation, accountability and learning systems.

The successful candidate will work closely with project teams and consortium partners to improve the quality of deliverables, track performance, generate evidence of results and promote continuous learning.

The role will also provide MEL support across other CSEA research and programme activities, contributing to the development and strengthening of the Centre's institutional MEL capacity.

Key Responsibilities

1. MEL Framework Development and Implementation

- Design, develop and implement MEL frameworks, including Theories of Change, results frameworks, logical frameworks and performance measurement plans.
- Establish appropriate indicators, baselines, targets and data collection systems.
- Ensure MEL frameworks align with project objectives, donor requirements and programme outcomes.

2. Monitoring, Data Collection and Analysis

- Coordinate routine monitoring of project activities, outputs, outcomes and performance indicators.
- Develop and implement appropriate data collection tools and methodologies.
- Analyse quantitative and qualitative data to assess progress, identify gaps and generate actionable insights.
- Maintain accurate and up-to-date MEL databases and documentation.

3. Evaluation, Accountability and Learning

- Apply relevant MEL methodologies, including outcome harvesting, contribution analysis and developmental evaluation.
- Support project evaluations, assessments and performance reviews.
- Identify lessons, emerging outcomes, implementation challenges and opportunities for improvement.
- Facilitate learning sessions and contribute to the development of learning products.

4. Digital MEL Systems and Reporting

- Leverage digital tools for data collection, real-time monitoring, data visualisation and dashboard development.
- Develop automated reporting systems and performance dashboards where appropriate.
- Prepare timely, evidence-based MEL reports for management, project teams, donors and consortium partners.
- Ensure data quality, accuracy, integrity and appropriate documentation.

5. Project and Consortium Support

- Work closely with project teams and consortium partners to track deliverables and monitor implementation progress.
- Provide technical MEL guidance to project teams and support compliance with reporting requirements.
- Identify implementation risks and recommend practical measures to address performance gaps.
- Support MEL activities across other CSEA research and programme projects as required.

Required Qualifications and Experience

- A Master's degree in Monitoring and Evaluation, Development Studies, Economics, Statistics, Social Sciences, Public Policy or a related field.
- 5–7 years of relevant professional experience in monitoring, evaluation and learning, preferably within research organisations, NGOs, development programmes or international development organisations.
- Demonstrated experience designing and implementing MEL frameworks, Theories of Change, logical frameworks and results-based management systems.
- Strong knowledge of contemporary MEL methodologies, including outcome harvesting, contribution analysis and developmental evaluation.
- Experience using digital data collection, analysis and visualisation tools, including dashboard and automated reporting solutions.
- Strong quantitative and qualitative data analysis and reporting skills.
- Experience working with multiple stakeholders, project teams and consortium partners.

Required Competencies

- Strong analytical and critical-thinking skills.
- Excellent report-writing and communication skills.
- Ability to translate complex data into clear findings and practical recommendations.
- Strong organisational and project coordination skills.
- Attention to detail and commitment to data quality.
- Ability to work independently and collaboratively across multidisciplinary teams.

- Strong interpersonal and stakeholder engagement skills.

Application Process

Interested and qualified candidates should submit their CV and a cover letter demonstrating their suitability for the role to recruitment@cseaafrica.org using “Monitoring, Evaluation and Learning Officer” as the subject of the email.

Application deadline: 30th November 2026

Only shortlisted candidates will be contacted.

Diversity, Equity and Inclusion

CSEA is an equal opportunity employer committed to fostering a diverse, inclusive and respectful workplace. We welcome applications from qualified candidates regardless of gender, age, disability, ethnicity, religion or background. We are committed to fair and transparent recruitment practices and encourage individuals from diverse backgrounds to apply.

All applications will be assessed based on merit, qualifications, experience and suitability for the role.