



**Gubbachi** • ಗುಬ್ಬಚ್ಚಿ  
LEARNING TO FLY

If you are excited by the possibilities of  
**near-term impact**  
**working close to the field**  
**working on an emergent program design**  
Then apply with **complete resume and a covering letter**  
[recruit@gubbachi.org.in](mailto:recruit@gubbachi.org.in)

Gubbachi is looking for personnel for **Monitoring & Evaluation in Bengaluru**

### About Gubbachi

Gubbachi is a not for profit organization working on

- developing strong foundational learning of *1300+ underserved migrant children across 9 Government schools and 3 bridge learning centers*; and
- empowering *18,380 families across 30 migrant communities* for identity documentation, financial, social and health access.
- Gubbachi is *backed by Institutional Donors and Corporates* for its multi year programmes.

To learn more about us, visit <https://www.gubbachi.org.in/about-us>

### About the Role

**Role:** Monitoring & Evaluation

**Type:** Full Time/Part time

**Location:** Bangalore

**Reporting to:** Operations Lead

**Date of Joining:** Immediate

**Remuneration:** Commensurate with experience

### We are expecting the person to have

- Three plus years of hands-on experience in the M&E function. The experience must include thought leadership roles in the M&E space.
- Strong communication and interpersonal skills with knowledge of **English, Kannada, and Hindi**.
- Networking skills with peers in the Social Sector to be a part of the evolving body of knowledge in the M&E area.
- Comfort in working with diverse stakeholders
- A skilled facilitator, able to navigate tough conversations with senior stakeholders
- High Proficiency in tools like Google Sheets, doc, slides, xls and other data management systems.
- The agility to work with programs in different centers located in Bengaluru.
- Ability to communicate and source data from colleagues across all programs.

### Key Responsibilities and Duties

- **Monitor** data collection, collation, storage, analysis and reporting ensuring data trustworthiness for audit.
- Maintain **quality monitoring system** to enable generation of reports to external and internal stakeholders
- Ensure programme teams are using the data collected for **timely decision making**.
- Design and implement **capacity building sessions** of program teams for accurate data collection and understanding of reports.
- Compare **internal data with external data** – say, attendance: with DISE, ASER, TFI, and other organizations like Akanksha.
- Capture **significant change stories** as case studies of success and failure.

- Build **capacity of the program team** to give relevant inputs for case studies through one-on-one mentoring or group interactions
- Identify data recording, management and reporting tools appropriate for the capability of the programs team along with suitability of the programs.
- **Design** meaningful reports which assist in on-ground decision making
- Assist in regular reporting to **donors** and any other ad-hoc reporting needs.
- Stay up-to-date with the **body of knowledge** and evolving practices and trends in the area of monitoring and evaluation. And, contribute to the development of new methodologies and tools.

### **Beliefs and Attitude**

- Perseverance, process adherence, detail oriented, energetic, self-motivated, independent.
- Values **collaborative** ways of working, both within teams and external stakeholders.
- Ability to **critically appraise** on-ground situations, plan and respond appropriately.
- High and quick learnability.

### **Qualifications**

- Suitable degree in related field. Minimum requirement is a Bachelor's Degree from a reputed institution.
  - Ability to work effectively in a multicultural and diverse environment.
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