



## **Monitoring & Evaluations Officer (volunteer)**

We are looking for a methodical and organised individual to join our team and take charge of our evaluation process for all our projects and events.

### *What is Parenting across Borders?*

Parenting across Borders is a social initiative established by, and for, international parents in Utrecht. We provide individual support to parents in their first 1,000 days of parenthood through dialogue groups which create a safe space for reflection and personal learning.

## **About the position**

We are looking for a Monitoring and Evaluations Officer to work closely with our Project Lead across the organisation's activities and projects to ensure that we are gathering appropriate data and demonstrating our impact to funders.

## **Responsibilities**

1. Design and create demographic data forms for new dialogue participants; registration forms for events and activities; and evaluation forms
2. Work with the Communications Officer and Dialogue Facilitators to distribute these
3. Monitor and analyse the resulting data, creating visuals as well as writing up results
4. Design and undertake qualitative interviews with dialogue participants post-series
5. Draft reports (evaluation reports of each project as well as contributing to the organisation's annual report)

*Expected time commitment: around 2-4hrs per week, although this will depend on the timeline of our various work projects as well as the month of year*

## **What we offer**

- An opportunity to gain valuable work experience and transferable skills
- An opportunity to join a diverse and supportive team
- An opportunity to learn more about our dialogue approach
- A small monthly volunteering compensation

## **Your skills and experience**

1. Excellent written and verbal communication skills in English (plus ideally Dutch)  
\*we are an international team – other languages welcome



## Stichting Parenting across Borders – For and With International parents

2. Background in social sciences, ideally with prior experience of data gathering (both qualitative and quantitative)
3. Interested in topics related to parenting and migration
4. Detail-oriented and strategic thinking

### **Apply now**

Send us your CV and cover letter stating why you are interested in this position to [info@parentingacrossborders.nl](mailto:info@parentingacrossborders.nl)

For questions or inquiries, contact our Project Lead Ceren on [ceren@parentingacrossborders.nl](mailto:ceren@parentingacrossborders.nl)