



The Zambia National Education Coalition is looking to welcome new colleagues on regional exchange!

About The Zambia National Education Coalition (ZANEC)

ZANEC is a Network of civil society organisations with a collective mandate to enhance the voice of non-state actors in advocating for quality education for all learners in Zambia.

Vision – A sustainable and inclusive education system that responds to national aspirations and fosters an environment for self-fulfilment

Mission – A Coalition of education organisations promoting quality and inclusive education for all, through influencing of policy, building consensus, holding duty bearers accountable and strengthening the capacities of stakeholders in the education sector

In existence since 2001, ZANEC was formally registered on 3rd July 2002 with registration number ORS/102/35/25/2581. It was established as part of the Education for All movement to push for the implementation of the Education for All Agenda. The Coalition membership is derived from Non-governmental Organisations, Community Based Organisations, Faith Based Organisations, Teacher Trade Unions and students' unions. The current membership of ZANEC stands at 91. The ultimate goal of ZANEC is to deliver its mandate of voice, social accountability and civil society capacity enhancement in order to positively impact on education delivery. It plans to achieve this through:

- Research, monitoring and policy analysis as a means to generate evidence for credible advocacy
- Policy engagement to influence planning, policy implementation and the legal environment for the education sector
- Promote prudent, efficient and quality delivery of educational inputs through Social Accountability initiatives such as child-friendly score cards, notice boards, district interface and provincial social audits
- Building the capacity of its member organisations to effectively advocate for education through training and technical support.

ZANEC also thrives on building partnerships and promoting cross-learning through its various national, regional and international partnerships. One such partnership is the regional partnership with the Youth Empowerment and Transformation Trust (YETT) in Zimbabwe and Equal Education (EE) in South Africa, supported by the Norwegian Agency for Exchange Cooperation (Norec) program which promotes international cooperation.

We would love for you to join us.

Research and Monitoring and Evaluations Officer

PURPOSE:

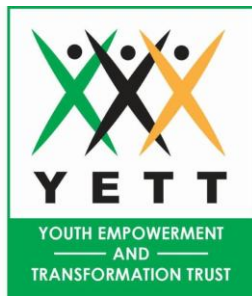
The position is within the Programmes Department and is responsible for coordinating research and monitoring and evaluation activities that generate credible evidence, strengthen organisational learning, support accountability, and inform ZANEC's advocacy, programme planning, and decision-making.

RESPONSIBILITIES:

- Coordinate the design and implementation of ZANEC's research, monitoring and evaluation plans, frameworks, tools, and activities.
- Monitor programme implementation and results, verify data quality, identify performance gaps, and recommend timely corrective action.
- Coordinate evaluations, learning reviews, and assessments, including the work of external researchers and consultants.
- Analyse and synthesise findings into research reports, policy briefs, dashboards, presentations, case studies, and other knowledge products for advocacy and decision-making.
- Promote organisational learning by documenting lessons, good practices, outcomes, and emerging issues and facilitating reflection and learning sessions.
- Build the capacity of staff and member organisations in research methods, results-based monitoring and evaluation, data management, and reporting.
- Prepare accurate and timely narrative and results reports for management, partners, donors, and other stakeholders.
- Perform any other related tasks as may be assigned.

REQUIREMENTS:

- A university degree in monitoring and evaluation, development studies, statistics, economics, education, social sciences, or a related field.
- At least two years' relevant experience in research, monitoring and evaluation, preferably in the education or civil society sector.
- Sound knowledge of results-based management, theories of change, logical frameworks, indicators, data-quality assurance, and evaluation methods.
- Demonstrated experience in quantitative and qualitative research, data collection, analysis, interpretation, and reporting.
- Strong analytical, report-writing, editing, presentation, and communication skills.
- Proficiency in Microsoft Office Suite; experience with data-analysis or visualisation software is an added advantage.
- Knowledge of education-sector issues and the Zambian policy context is desirable.
- Ability to manage multiple assignments, meet deadlines, work independently, and collaborate effectively with diverse stakeholders.



- High standards of accuracy, integrity, confidentiality, and ethical conduct in research and data management.
- Applicants must be between the ages of 20–30 years old.

THE EXCHANGE:

This opportunity is part of the 2027/28 regional exchange between the Zambia National Education Coalition in Zambia (ZANEC), Youth Empowerment and Transformation Trust (YETT) in Zimbabwe, and Equal Education (EE) in South Africa, supported by the Norwegian Agency for Exchange Cooperation (Norec).

The exchange will last for a period of 14 months (February 2027 - April 2028), with 12 months abroad with ZANEC in Lusaka, Zambia, followed by 2 months follow-up work with the 'sending' organization; EE in South Africa.

Through international exchange, the overall objective is to empower young people to have the agency and means to meaningfully participate in the pursuit of access to quality and inclusive education for all.

The following expenses will be covered by the exchange:

- Housing costs, including electricity, water, etc;
- Travel insurance and health insurance for the whole duration of the exchange;
- Monthly salary;
- Travel costs to and from your home country, and to and from the mandatory Norec Preparatory and Homecoming trainings
- Departure/start-up funds that may cover visas, necessary vaccinations, work permits, etc.

APPLICATION PROCESS:

Each application should include a CV and a letter of motivation (one page max). Each document must be saved with your name, surname, and the type of document: eg. xxx_xxx_CV. Please save all documents in pdf format. You should be motivated specifically for the position you are applying for and detail your interest and suitability to work at ZANEC in Lusaka, Zambia. Generic cover letters are strongly advised against.

Please include three contactable references and a copy of the bio-data page from your passport.

The email subject line must clearly state the position you are applying for.

Applications must be sent to hr@equaleducation.org.za.

Closing date: 23rd October 2026