

## **PROGRAMME & SYSTEMS COORDINATOR**

**(Remote, Full-time)**

### **The role involves:**

- Lead data management systems for evidence-informed decision-making
- Strengthen planning and monitoring across programmes
- Coordinate logistics and implementation of leadership development programmes
- Optimise systems and technology for remote-first team

### **Do you have what it takes?**

- +4 years of relevant work experience, including a proven track record in project and event management, with an inclination towards organising knowledge
- Well-versed in mixed methods evaluations, including qualitative and quantitative data analysis
- Ability to learn new software and preferably possess an advanced working knowledge of software in Wedu's tech stack – Salesforce, Form Assembly, Notion, Podio, Survey Monkey, Typeform, Zoho, etc.
- Relevant tertiary education qualification with a preference for fields such as impact evaluation, social sciences, statistics, behavioural and data sciences
- Demonstrated passion for gender equity and committed to advancing women's leadership

**SALARY:** USD 1,000-1,500/month, plus benefits including flexible working arrangements  
**PRIORITY DEADLINE** (Applications are open until the role is filled): Tuesday, 30 April

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**APPLY NOW**  
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