

Impact Measurement and Knowledge Management Officer

At Tearfund Canada, we believe everyone should have the opportunity to live a life free from poverty and full of hope and purpose. We believe that poverty is more than physical; it is spiritual. As a Christian Relief and Development agency, our work focuses on restoring four broken relationships at the root of poverty and to bring restoration to those living in poverty and need.

Working alongside local churches and trusted partners around the world, we support communities as they pursue lasting change. That's where **you** come in.

The Opportunity

Tearfund Canada is entering a new strategic period where we are strengthening our Impact measurement, learning and accountability. We have been challenged to define and provide evidence for the holistic change that we aim to see in the communities we serve. We are now seeking to develop a measurement framework and system that will enable us to capture the comprehensive community transformation that encompasses social, spiritual, emotional, and physical facets so that we can reflect on and celebrate the impact with our collaborators and other interested partners, including communities, implementing partners, funders, and sponsors. Currently, our indicators are focused on physical metrics, such as food security and community income.

This role provides technical leadership and guidance as we develop and implement the Holistic Impact Measurement Framework and systems. They will support the design, implementation, and improvement of monitoring, evaluation, accountability, and learning systems across departments. The role ensures quality data collection, analysis, reporting, accountability to communities, and organizational learning to improve program effectiveness and impact.

Position Profile

Position:	Impact Measurement and Knowledge Management Officer
Reports to:	International Programs Director
Relationships:	This position has no direct reports. The officer plays a key role in cultivating, innovating, and maintaining strong, Collaborative relationships with implementing partners and the CFGB Network. Internally, the officer works closely with Program Managers and the Philanthropy team to ensure alignment and coordination between programmatic initiatives and fundraising efforts.
Location:	Home-based office
Position Type:	Fractional (22.5 hours/week)
Start date:	August 2026
Benefits:	Comprehensive benefits plan and 5% matching RRSP
Travel requirements:	Up to 30 nights of international travel annually

The Kind of Person Who Thrives Here

You might be a great fit if you:

- Care deeply about people and enjoy helping others
- Enjoy integrating your Christian faith into your daily work

Following Jesus where the need is greatest

- Appreciate the role generosity plays in creating meaningful change
- Want your work to contribute to something bigger than yourself

Overview of Activities

Holistic Impact Measurement (40%)

- With support from an external facilitator, lead the development of the Holistic Impact Measurement (HIM) Framework and system.
- Develop an annual Impact Measurement Plan and conduct stand-alone evaluations to assess whether Tearfund Canada is meeting its holistic goals.
- Conduct field visits periodically with Program Managers to verify data quality and program implementation.
- Analyze data to support program improvement and produce dashboards, summaries, and visual reports for management and donors.

Program Learning and Knowledge Management (30%)

- In coordination with program managers, facilitate learning reviews, reflection meetings, after-action reviews, document lessons learned, best practices, success stories, and case studies.
- Support and advise on continuous program improvement.
- Work very closely with the Philanthropy and marketing team on providing data.

Supporting Program Development and Management (10%)

- Support the Program Managers in reviewing information on the ongoing projects, and in reviewing reports for donors and supporters to ensure alignment with their requirements.

Data Management and Reporting (10%)

- Maintain project databases and information management systems.
- With the marketing team, produce dashboards, infographics, and performance summaries.
- Assist supporters' and partners' reporting requirements with accurate data and evidence.

Accountability (5%)

- Promote transparency and accountability standards across programs.
- Establish and manage feedback and complaint response mechanisms (FCRM).
- Ensure communities are informed, consulted, and engaged in program implementation and impact measurement
- Ensure safeguarding and ethical data collection practices are followed.

Capacity Building (5%)

- Train TFCA staff and partners on the Holistic Impact Measurement (HIM) Framework, and MEAL tools, systems, and methodologies.
- Provide technical support to program staff on indicator tracking and reporting.
- Strengthen partner capacity in monitoring, evaluation, accountability, and learning practices.

Qualifications

- Bachelor's degree in Monitoring & Evaluation, Statistics, Social Sciences, Development Studies, Theology, or related field.



- Minimum of 2–4 years of experience in MEAL, program monitoring, or data management.
- Experience working with faith-based humanitarian and/or development programs.
- Strong understanding of biblical principles of transformation, justice, and stewardship
- Knowledge of data collection tools such as Kobo Toolbox, ODK, or similar platforms.
- Proficiency in Microsoft Excel and data analysis software is an asset.
- A team player, who is also self-driven, entrepreneurial and able to work independently.
- Fully aligned with the vision, mission, and values of Tearfund Canada

Skills and Competencies

- Strong organizational and analytical skills.
- Attention to detail and accuracy in data management.
- Good communication and interpersonal skills.
- Ability to work independently and collaboratively in teams.
- Problem-solving and critical-thinking skills.
- High level of integrity and confidentiality.
- Commitment to accountability, safeguarding, and continuous learning.

General

- *Passion.* Fully aligned with the Mission, Vision, and Core Values of Tearfund Canada. Concern for and interest in issues of the church, poverty, food security, and social justice
- *Loves the Church.* An open-minded, ecumenical spirit is comfortable in diverse theological and congregational settings with an understanding of Canadian, local church realities and structures. An active member of a local church.
- *Communication.* Exceptional track record of speaking, written communication, and casting vision in a compelling, relevant manner. Great sense of humour.
- *Relationship Building.* A high degree of emotional intelligence. Ready and seeking to build and maintain relationships with a wide range of people.
- *Loves to raise funds for the cause.* Report writing, grant applications and presentation prep with the team brings joy.
- *Organization/Project Management.* Determine strategies to move projects forward, set goals and focus on priorities, create and implement action plans, document, evaluate, and learn. Seeks clarification when unsure of expectations.
- *Hustle/Persistence.* Highly motivated with a positive attitude.
- *Technical Prowess.* Tearfund is cloud-based. Digital communications, tracking, and tools are the norm. Experience with CRMs, or other database systems is part of everyday life.
- *Loves travel and new relationships—willingness* to travel extensively across Canada and, on occasion, internationally. Possess a valid driver's license and access to a car for travel.

Application

If this role sounds like something you'd enjoy, we'd love to hear from you. Please submit your resume and cover letter outlining your interest in the role and your alignment with the Values, Mission, and Vision of Tearfund Canada to hr@tearfund.ca. Submit by 11:59pm on July 19, 2026.

Following Jesus where the need is greatest