

JOB VACANCY ADVERTISEMENT

Terms of Reference

Project/Department	Technical Support Unit
Title of Position	Monitoring, Evaluation and Learning Expert
Supervisor	Project Director
Number of positions	1

Partners for Health and Development in Africa (PHDA) is an international NGO working to increase access to health for disadvantaged communities in Africa through systems strengthening, research, program development, and partnerships. PHDA is seeking PEPFAR funding for a grant focused on implementing integrated, resilient, and sustainable health systems to control the HIV/TB epidemics in Kenya. With the grant, PHDA plans to build a more interconnected and resilient healthcare system in Kenya. This initiative helps Kenya combat the HIV/TB epidemic, achieve universal health coverage, and prepare for future health challenges. Utilizing Primary Health Care (PHC) and other health regulations, the award will enhance healthcare systems, meeting CDC and Kenyan MoH objectives, and aligning with the PEPFAR 95X3 strategy. The program's anticipated result is a high-quality, country-managed, largely country-funded, and country-led HIV/TB program. Ensuring continuous viral suppression and preventing, detecting, and responding to new infections is crucial to ending HIV as a public health threat. Sustained leadership and technical expertise are essential for overseeing HIV/TB and other health programs. Maintaining access to necessary commodities is vital for uninterrupted service delivery.

Job Purpose

In anticipation of the grant award, the program will be implemented at the National and County level. We are looking for a Monitoring, Evaluation and Learning Expert who will provide strategic direction, coordinate activities, and support the program team. Reporting to the Project Director the incumbent of this position will contribute to consolidate, update and manage the M&E and Learning systems in place to ensure consistency across reporting, as well as showcasing achieved results and impact. The position will be based at the program's main office in Nairobi with significant travel to supported counties and sub counties.

Key Responsibility

- Support the implementation and integration of M&E system by all partners in the counties, and that quality is maintained.
- Develop MEL tools to support monitoring and reporting results, and coordinate staff and stakeholders are trained on data collection, entry, and reporting.
- Coordinate data from multiple sources to ensure it's accurate, relevant, and timely.
- Coordinate and prepare regular program and donor reports and advise program management on needed program revisions.
- Facilitate joint regular data quality assessment meetings to ensure that quality of data is good and QI/QM is implemented at the prevention programs.
- Support in the identification of prevention program gaps using routine program data, work with respective stakeholders to resolve the challenges and ensure a robust electronic information system.
- Support NACSOP and NSDCC to ensure that HIV prevention program data is collected and submitted timely by counties through the KHIS platform.
- Participate in the design, implementation, review and roll out of the national data tools.
- Support in strengthening capacity of the data officers at different levels to understand the indicator definitions in all reporting tools pertaining to HIV prevention programs.
- Provide capacity building to ensure the program team has the skills to deliver on MEL activities.
- Provide technical leadership and oversee data management.
- Provide regular feedback through technical working teams, partners and stakeholders and activity meetings regarding MEL progress, challenges, lessons learned, and proposed adaptive management.
- Collaborate with partners and stakeholders and represent the program in national and county-level meetings with partners and stakeholders.
- Other duties as assigned by the Principal Investigator.

Qualification and Experience

- A Master's degree in Statistics, Demography, Population Studies.
- Strong technical expertise in HIV/TB prevention and/or sexual and reproductive health and rights.
- A minimum of 5 years of experience of MEL in HIV/TB prevention programs in Kenya.
- At least 5 years of experience in conducting surveys and research and analysis of survey/ research data.
- At least 5 years of experience of developing presentations, data dashboards using monitoring and evaluation data.

- Demonstrated experience of statistical packages and/ or data analysis software (e.g. SPSS, Excel, R tool, SMART, STAT 01) and advanced computer skills (word-processing, spread sheets, and databases) are a must.
- Experience in working collaboratively with stakeholder - government and non-government.

Skills and Attributes

- Strong skills in data collection and analysis, developing presentations, training on monitoring tools and data systems;
- Articulate and able to communicate in a clear, professional manner with staff and stakeholders;
- High degree of proficiency in written and spoken English communication, including presentation and training skills;
- Demonstrated ability to work independently, manage a high-volume workflow, adhere to timelines with minimal supervision, as well as to lead and work collaboratively with others;
- Excellent interpersonal skills and the ability to work well within a multi-cultural team environment;
- Excellent computer skills (MS Word, Excel and PowerPoint) essential;
- Knowledgeable on government reporting systems, KHIS platform, DATIM and Kenya EMR.
- Strong organizational and management skills with high attention to detail.

How to apply:

Applications from qualified and interested candidates should be sent by e-mail to: recruitment@phdaf.org. Applications should consist of an updated CV with current daytime telephone contact and a Cover letter indicating the position applied for in the subject header and stating the **EXPECTED SALARY**. All applications must be received no later than **January 27th, 2025**.

Only shortlisted candidates will be contacted.

This position is contingent to donor funding

Partners for Health and Development in Africa (PHDA) is an equal-opportunity employer.