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| 1. IDENTIFICATION | |
| JOB TITLE | Program Implementation Intern |
| DIRECTORATE/UNIT | WASH & NTD – Kenya Sanitation and Hygiene Improvement program |
| PHYSICAL LOCATION | Amref Health Africa, Siaya |
| PERIOD | 3 months |

2. JOB OBJECTIVE

To Support project implementation activities

3. REPORTING RELATIONSHIP

The Project Implementation Intern will directly report to the Project Manager.

4. RESPONSIBILITY

- Participate in continuous monitoring and evaluation through quality data collection, analyzing and dissemination.
- Support in Monitoring of program activities
- Participate in documentation and promote innovativeness in programme implementation
- Participate and assist in development and adoption of IEC and other promotional materials for the project.
- Plan, Mobilize and Implement project activities within the project coverage sites, document and maintain photos, reports and best practices.
- Conducting regular field visits, documenting promising practices and progress made towards expected positive impacts and outcome. Writing activity, monthly, quarterly and annual progress project reports.
- Involving relevant stakeholders and partners to support project planning, implementation and review of progress made.
- Assisting in following up with data collection process of OR during project implementation.
- Participating in concept notes, sharing of ideas, development and writing of proposal
- Carry out regular field visits, organize and support consultative meetings, trainings/ capacity building activities.

5. QUALIFICATIONS

- A Diploma or University degree in Public Health;
- Experience with using databases, spreadsheets and familiarity with Monitoring and evaluation of public health programs

6. COMPETENCES

- Strong interpersonal skills;
- Attentive to details;
- Able to deliver quality work within tight deadlines with minimal supervision;
- Hard working and results oriented;
- Strong communication skills
- Ability to write clearly, concisely, and in a logical manner.