



JOB OPPORTUNITY
Monitoring and Evaluation Officer
Amref/M&E Officer – SLQS Project/2020-09

1	IDENTIFICATION	
1.1	JOB TITLE	Monitoring and Evaluation Officer
1.2	REPORTING TO	Project Director
1.3	PROGRAMME	HIV, TB, and MALARIA
1.4	PROJECT	Sustainable Laboratory Quality Systems for HIV/TB Epidemic
1.5	PHYSICAL LOCATION	Amref Kenya, Nairobi

Amref Health Africa is the largest international health development organisation based in Africa. Working with and through African communities, health systems and governments, Amref Health Africa’s vision is for lasting health change in Africa and is committed to improving the health of people in Africa by partnering with and empowering communities, and strengthening health systems. For more on Amref Health Africa please visit www.amref.org

Background

Implementation of Sustainable Laboratory Quality Systems (SLQS) in the Republic of Kenya under the President's Emergency Plan for AIDS Relief (PEPFAR) will provide technical assistance (TA) to the Kenya Ministry of Health (MOH) Division of National Public Health Laboratories (NPHL), National VL/EID referral laboratories and other relevant National Health departments to Provide quality laboratory network systems that support timely, efficient and reliable services along the clinical cascade for HIV/TB patients. Sustainable Laboratory Quality Systems programme will coordinate and support activities at the National level, cascade to the counties and site level will be done by lead clinical implementing partners. The objective is for HIV/TB-related diagnostics to achieve the UNAIDS 95-95-95 goals and epidemic control.

2 MAIN PURPOSE OF JOB

The **Monitoring & Evaluation Officer** will provide technical assistance in Strategic Information/Monitoring and Evaluation for the programme level. This will include supporting data management for timely quality reporting and optimal utilization of data for enhanced decision making among other roles.

3 PERSONNEL

PERSONNEL REPORTING TO THE JOB HOLDER (IF ANY)
Monitoring & Evaluation Assistant

4 PRINCIPAL RESPONSIBILITIES

KEY AREA	ACTIVITIES
Project Coordination	<ul style="list-style-type: none"> • Facilitate routine data management including data collection, cleaning, validation and compilation • Lead in consolidating various programme monthly, quarterly and annual reports. • Develop and revise M&E processes and related tools that support quality assurance for key project areas • Uploading of project data and information into AIMS on a monthly basis

KEY AREA	ACTIVITIES
	<ul style="list-style-type: none"> Conduct data quality assessments and develop action plans to inform improvement interventions for enhanced service coverage

4 REQUIRED QUALIFICATIONS

Education & Knowledge

- Bachelor's degree in Biostatistics, Public Health, Biological Sciences or other related discipline.
- In-depth understanding of HIV and TB M&E mechanisms.
- Proficiency in the use of spreadsheet packages (MS-Excel), database management systems (MS-Access or Epi Info), MS-Word, MS-Power-Point, the internet, SPSS or STATA

Experience

- At least 3 years' experience in supporting M&E systems for public health projects
- Experience in working with the Ministry of Health and County Governments and various stakeholders and partners

Skills and Competences

- Excellent interpersonal and communication skills
- Exceptional report writing skills
- Ability to work under pressure and meet deadlines with minimal supervision
- Good analytical and presentation skills
- Strong organization & planning skills with the ability to multi-task in a high-paced environment
- Attention to detail
- Strong team- player
- problem solving skills

Interested? Submit a Cover letter in PDF expressing your interest and clearly outlining your qualifications for the position (Not exceeding 2 pages) and an updated CV in PDF (Not exceeding 3 pages) highlighting all relevant educational and employment experience. The subject line for your email should read: **Amref/M&E Officer - SLQS/2020-09** to recruitment@amref.org **Deadline for submission: - 24th September 2020.** **Please note that only shortlisted candidates will be contacted.**

Duly note that Amref Health Africa does not require applicants to pay any fee at whatever stage of the recruitment and selection process.

Amref Health Africa is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Amref is an equal opportunity employer and has a non-smoking environment policy.