



## JOB VACANCY

IDENTIFICATION	
JOB TITLE	Monitoring and Evaluation Officer
REPORTING TO	Monitoring, Evaluation and Learning Specialist
DURATION	Two (2) Years renewable
NO. OF VACANCIES	Two (2)
DEPARTMENT/PROGRAM	USAID Health Sector Governance and Strategic Partnerships
PHYSICAL LOCATION	Nairobi, Kenya

Amref Health Africa was founded in 1957 and has since grown to become the largest African-based international health development organization, currently implementing more than 120 programs, directly reaching more than 12 million people across 35 African countries. Headquartered in Nairobi, Kenya, Amref Health Africa has offices in ten countries in Africa and an additional eleven advocacy and fundraising offices in Europe and North America. In the spirit of Ubuntu, partnership and networking are key elements of our approach. Amref has a staff complement of over 1,500.

Amref Health Africa is driven by its vision of ***‘Lasting health change in Africa’*** and its mission ***‘To catalyze and drive community-led and people-centered health systems while addressing social determinants of health’***. We believe that the power to transform Africa's health lies within its communities, and therefore strive to ensure that health systems are not only functional but that communities are empowered to hold these systems accountable for the delivery of quality and affordable health care.

### Project Background

**USAID Health Sector Governance and Strategic Partnerships activity (HeGap)** is a five-year project funded by the USAID with Amref Health Africa in Kenya as the prime partner. The project is aimed at providing system level support that will contribute to the achievement of programmatic outcomes. This is aimed at improved responsiveness (continuity of care) and performance of health indicators at the Council of Governors (COG) and across 10 Counties in Kenya (Nairobi, Mombasa, Taita Taveta, Laikipia, Samburu, Vihiga, Kakamega, Siaya, Trans-Nzoi and Turkana). The project objectives are:

- Strengthened Health Systems' Governance, Institutions, and Stewardship for Improved Delivery of Quality Health Services.
- Improved Health Systems Accountability and Structures for Transparent, Efficient and Effective Delivery of Quality Health Services.
- Strengthened Structures for National and County Level Legislation and Policy Development and Review.
- Strengthened Capacity of National, County and Intergovernmental Coordination Structures to Manage Health Systems.

### Job Purpose

The Monitoring and Evaluation officer will be responsible for implementing health management information system at the project level to support data capture and reporting. Ensure data quality is maintained, all the data is available at all times and all the M&E staff get the necessary support they need in data management for effective program monitoring.

### PRINCIPAL RESPONSIBILITIES

KEY AREA	ACTIVITIES
Health Information System Strengthening	<ul style="list-style-type: none"> <li>• Participate in monitoring the implementation of project activities to ensure conformance to project objectives, work plans, budget and expected results</li> <li>• Support the HMIS component of the organizational capacity assessment (OCA), identify HIS gaps and work with the grants team in Capacity building of Sub grantees on Monitoring and Evaluation taking the approach of grant provision, organizational systems strengthening</li> <li>• Provide technical assistance through participation in M&amp;E TWGs and development of a county M&amp;E frameworks</li> </ul>

KEY AREA	ACTIVITIES
	<ul style="list-style-type: none"> <li>Continuously strengthen capacity of project and health care workers at county, sub-county and community levels on use of KHIS and other community systems (eCHIS) to ensure timely, complete and accurate reporting of data</li> </ul>
Data capture and reporting	<ul style="list-style-type: none"> <li>Support in data capturing, collation, compiling and reporting using Monitoring tools to track project specific indicators and targets</li> <li>Track monthly and quarterly performance of the project and completing monthly indicator performance dashboard and ensuring the sub county performances is promptly shared with team for improvement</li> <li>Identify underperforming partners and work closely with the MEL Specialist to ensure they are supported.</li> <li>Track implementation of work plan activities (targets Versus actual) in the Sub County and provide regular feedback to program teams and CHMTs/SCHMTs</li> <li>Support in qualitative and quantitative data collection processes for project led special initiatives, surveys and studies</li> </ul>
Data Management & Quality Assurance	<ul style="list-style-type: none"> <li>Take the lead in ensuring quality data mechanisms are in place during data capture and projects implementation.</li> <li>Support in developing databases, data management SOP's and guidelines.</li> <li>Provide technical quality assurance for short term M&amp;E consultancies.</li> </ul>
Knowledge Management	<ul style="list-style-type: none"> <li>Support the implementation team to document and disseminate best practices, lesson learnt and human stories.</li> <li> <ul style="list-style-type: none"> <li>Develop and co-lead a culture of learning across the project, engaging youth, staff, partners, and stakeholders in learning and adaptation at the Sub County level</li> </ul> </li> <li>Work closely with partners in developing abstracts and carrying out research.</li> </ul>

## REQUIRED QUALIFICATIONS

### Education, Experience & Competencies

- At least a Bachelor's Degree in Social Sciences, Project Management, or a related discipline.
- Minimum of Four (4) years of work experience in a busy environment.
- Must be conversant with real-time reporting tools and systems, data analysis and visualization and Ministry of Health M&E tools and system.
- Experience working with sub-grantees for the performance-based model.
- Experience in developing real-time reporting tools and coordinating data collection/cleaning, processing and analysis.
- Experience and working knowledge with data analysis, analytics and visualization applications.
- Ability to interact skillfully and diplomatically with numerous counterparts, including donors, Ministry of Health officials, legislators, local partners and other NGOs.
- Coordination and supervisory skills.
- Excellent English verbal and written communication skills
- Ability to work with a great deal of independence.

### How to apply

Interested? Please visit our website <https://amref.org/vacancies/> to make your application. You will be directed to our online portal where you will need to create an account in order for you to be able to submit your application. Your application should include a cover letter detailing why you are the best fit for this position and your CV with relevant skills and experience. The closing date will be **Monday, June 5, 2023**. Only shortlisted candidates will be contacted.

*Duly note that Amref Health Africa does not require applicants to pay any money at whatever stage of the recruitment and selection process and has not retained any agent in connection with recruitment.*

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