



JOB ADVERT

IDENTIFICATION	
JOB TITLE	Monitoring, Evaluation and Research Associate
REPORTING TO	Monitoring, Evaluation and Research Officer
DEPARTMENT/PROJECT	Global Fund Tuberculosis Project
DURATION OF CONTRACT	2 Years
PHYSICAL LOCATION	Nairobi , Kenya

BACKGROUND

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 180 programs, reaching more than 40 million people across 35 African countries, and a staff complement of over 2,000. Headquartered in Nairobi, Kenya, Amref Health Africa has offices in ten African countries – Burkina Faso, Ethiopia, Guinea (Conakry), Kenya, Malawi, Senegal, South Sudan, Tanzania, Uganda, and Zambia. An additional eleven advocacy and fundraising offices are located in Europe and North America.

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-centred 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 communities are empowered to hold these systems accountable for delivering of quality and affordable health care.

OVERVIEW OF THE GLOBAL FUND TUBERCULOSIS PROJECT

Amref has been the Non-State Principal Recipient (PR) of the Global Fund Tuberculosis Grant since the year 2011. The Global Fund to Fight AIDS, Tuberculosis and Malaria (GFATM) through the 2024 -2027 Grant cycle seven (GC7) is supporting the country to implement high-impact initiatives that will maximize investments to make an even greater contribution towards the vision of a world free of tuberculosis. This funding will be supporting, among others, community-based tuberculosis prevention and control interventions across all counties in Kenya through sub granting of Civil Society Organizations (CSOs), implementation of public private mix (PPM), Resilient and Sustainable Systems for Health (RSSH) which include support of interventions cutting across; community health, laboratory, oxygen, among others i.

JOB PURPOSE

The purpose of this position is strengthening quality of implementation of the project activities by contributing to (i) strengthen Monitoring, Evaluation and Research activities in the project (ii) Coordination of project activities.

PRINCIPLE RESPONSIBILITIES:

KEY AREA	ACTIVITIES
<p>M&E System Strengthening</p>	<ul style="list-style-type: none"> • Support in Strengthening Existing M&E systems in the project and Amref Kenya Country Office. • Support in development and implementation of M&E plans and performance frameworks, work plans and budgets for the project. • Support in tracking of project activities to ensure conformance to project objectives, work plans, budget and expected results.
<p>Reporting and Documentation</p>	<ul style="list-style-type: none"> • Support data capture and reporting using monitoring tools to track project indicators as per the performance framework. This include updating Grant Management Information System, quarterly dashboards and Global Fund progress updates (PU) and Progress update and disbursement request (PUDR). • Support in the technical review of Sub Recipients reports. • Maintain databases back up and filing systems for projects data. • Participate in preparing monthly, quarterly and annual programmatic performance reports. • Support project implementation team to document, disseminate lessons learnt, and best practices.
<p>Quality Assurance for M&E, Technical Assistance and Capacity Building</p>	<ul style="list-style-type: none"> • Work with the team to ensure quality management of project related data through execution of regular data quality audits and onsite data verification exercises. • Capacity building of Sub Recipients (SRs) on Monitoring and Evaluation in line with grant provision, organizational systems strengthening and performance-based funding. • Ensure compliance to internal policies, statutory requirements and donor requirements.
<p>Project coordination</p>	<ul style="list-style-type: none"> • Participate in preparation of SRs work plans. • Support in Providing technical support in the development and writing of new concepts and proposals for fundraising. • Participate in design, planning and implementation of project activities for the entire country. • Comprehensively represent the project at consultative meetings with government (mainly clinicians at National and county levels and other keystakeholders including Technical Working Groups, progress review meetings nationally and internationally.
<p>Technical Support</p>	<ul style="list-style-type: none"> • Provide technical support to ensure quality programmatic implementation of the project activities. • Develop capacity of CSOs to implement, monitor and report on grants awarded through provision of technical advice and mentorship. • Provide technical support in the development and writing of new concepts and proposals for fundraising.
<p>Operations Research and continuous quality improvement</p>	<ul style="list-style-type: none"> • Participate in operation research within the project and in other continuous quality improvement initiatives within the project; Support in sharing project success through development of abstracts and manuscripts and publications in peer reviewed

	journals
Organization and Programme growth	<ul style="list-style-type: none"> • Ensure program integration and growth by participating in meetings and conferences. • Participate in business development for programme and organization.

QUALIFICATIONS, KNOWLEDGE AND EXPERIENCE:

Education and Experience

- University degree preferably in statistics, health records, public health, epidemiology, project planning and management, Demography, or related disciplines, with at least 3 years work experience.
- Possess Professional M&E training.
- Work experience in public health programme implementation, Monitoring and Evaluation and stakeholder engagement and with Global Fund experience will be an added value.
- Proficiency in database and statistical packages such as DHIS2, SPSS, STATA, Stata, Epi Info, R, and Microsoft Office applications.

Knowledge, Skills and Competencies

- Must be conversant with the Ministry of Health M&E tools and system, TB and HIV tools and systems.
- Experience working with TB and HIV programs.
- Ability to interact skillfully and diplomatically with numerous counterparts, including donors, Ministry of Health officials, local partners and communities.
- Excellent English verbal and written communication skills and presentation skills.
- Ability to work with a great deal of independence.
- Demonstrate professionalism; good knowledge to design, develop and maintain M&E Strategy, Policies and Procedures.
- Computer literacy and good knowledge of ERP/SAP.
- Good communication, planning, organizational and reporting skills.
- Good ability to take initiative and improve service delivery.
- Managing risk; act when the outcome is unclear while taking all risks into account.
- Teamwork and collaboration; encourage input from others and adopt a participatory approach.
- Communicating with influence: Communicate with others in a clear, to-the-point, confident, and fluent manner to inform them clearly and without misunderstanding.
- Analytical thinking and problem-solving; ability to decide and act quickly and decisively when there is not enough information to predict the consequences with certainty.

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. Closing date will be **October 21st 2024**. 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. Although Amref may use different job boards from time to time to further spread its reach for applicants, all open vacancies are published on our website under the Vacancies page and on our official social media pages. Kindly also note that official emails from Amref Health Africa will arrive from an @amref.org address.

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.