

## Monitoring Evaluation And Learning Advisor - OVC And DREAMS

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Company: Fuzu

Location: Nairobi

Category: other-general

### Job Summary

Contract Type:

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### Required Skills and Experience

Minimum, a degree in public health, Epidemiology, Statistics, Mathematics, biostatistics, information systems, social science. A master's degree will be an added advantage.

A minimum of 5 years' experience in a senior M&E position for health projects particularly HIV, OVC and DREAMS.

Working knowledge of CPIMS, DREAMS, DATIM, PEPFAR reporting systems and DHIS2

Strong proficiency in Microsoft Excel and other data management and visualization software

Demonstrable knowledge of statistical analysis package (STATA, SAS, SPSS, R)

Knowledge of and interpretation of MER indicators in HIV/AIDS (OVC, DREAMS)

Experience in using mobile data collection software such as Kobo collect, ODK, COMM care, I-form.

### Required attributes.

Ability to exhibit professionalism and high ethical standards.

High level of integrity

Ability to plan and prioritize own work under tight deadlines, as well as to work on own initiative and as a member of a team.

Ability to work in a complex project implementation environment with multiple tasks, short deadlines, and intense pressure to perform.

Professional presentation skills.

### **Responsibilities**

Provider oversight in all aspects of MEL including designing of data collection instruments; coordinating field operations, county, and LIP engagements.

Work with the data analyst to ensure availability of data for routine monitoring and quality improvement to LIPs, staff, and other stakeholders.

Develop and implement a capacity building plan for LIPs, project M&E staff and DCS to standardize data quality assurance mechanisms including indicator definitions, data quality audits, data extraction & synthesis, data flow and ensure adherence to donor reporting requirements.

Support the development and operationalization of a digital data management system and beneficiary tracking and graduation system and database for OVC and AGYW

Guided by MEL specialist, represent Nuru Ya Mtoto project and participate M&E technical working groups including CPIMS technical working group.

Spearhead writing guidelines/SOPs for data M&E for building the capacity of project staff in utilization of M&E tool, reporting procedures, indicator definitions, data management, analysis, and use.

Coordinate the gap analysis, forecasting and distribution of HMIS reporting tools.

Ensure data quality through data verification, validation checks, including discrepancy/inconsistency checks, real-time data monitoring and data cleaning.

Spearhead capacity needs assessment, develop capacity building plan for the project team and sub grantees on data collection and reporting tools and project databases.

Provide technical expertise in application of appropriate project evaluation methodology and design during implementation of studies and assessments.

Ensure that project performance and accountability data is collected, analyzed, and disseminated on a timely basis during quarterly, semi-annual, and annual reporting of results.

Provide TA to MOH and DCS county government departments in information system for purposes of collection, analysis, and synthesis of monitoring data in respective sites.

Provide technical guidance in the digitization of OVC and DREAMS M&E tools and ensure operationalization of systems at site and community levels.

Provide guidance and a mechanism to ensure data quality is maintained at all levels of data collection and reporting and by offering technical support to Project, DCS, MOH staff and LIPs on SIMS, CPIMS, RDQA, CQI, data synthesis and use, Quality of Care Assessments

Contribute to the development, review and tracking of the project's performance indicators including training data.

Contribute to the project learning agenda through documentation of best practices and incorporation of implementation science methodology throughout the project cycle.

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