

## Monitoring, Evaluation, And Learning (MEL) Director - USAID / Kenya & East Africa Health SS

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Company: Fuzu

Location: Nairobi

Category: other-general

### Job Summary

Contract Type:

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### Project Overview & Position

The Monitoring, Evaluation, and Learning (MEL) Director is a full-time position for an upcoming award being solicited through USAID/Kenya & East Africa to redesign its health systems strengthening project. USAID/Kenya & East Africa's Health, Population, and Nutrition (HPN) Office has realized the need to realign its HSS programming and resources to achieve equity, quality, and resource optimization. The redesign will identify and address underlying health system barriers to achieving desired and sustainable health impact and contribute to the overall reduction in morbidity and mortality particularly for children under 5 and women of reproductive age. As part of this overall objective, there will be emphasis to ensure strengthened governance and accountability structures, policy development and implementation for responsive health systems which promote equity, quality, and resource optimization. The MEL Director will provide technical leadership to capture and communicate program results, as well as ensure high-quality, timely, valid, and verifiable data collection, reporting and analysis. S/he will link M&E data to a process of learning and iterative adaptation.

### Required Qualifications:

Demonstrated experience in gathering, organizing, and analyzing large amounts of data as well

as the ability to design manageable, transparent M&E systems that report progress against indicators throughout the life of the project.

Demonstrated experience with complex donor-funded development projects

Experience with USAID rules and regulations, as well as best practices in M&E

Proficiency in data analysis software, Excel, Word, and other MS Office software

Experience in leading and oversight of qualitative and quantitative research and demonstrated experience managing data collection teams

Prior experience developing, implementing, and managing performance monitoring plans (PMPs)

Excellent organizational and management skills to manage MEL teams and activities

Significant experience in a senior management role on a donor funded program.

Significant supervisory experience.

Strong understanding of USAID regulations and M&E reporting requirements, preferably in the health sector.

Fluency in English.

## **Responsibilities**

### **Primary Duties and Responsibilities:**

Provide technical leadership to capture and communicate program results, as well as ensure high-quality, timely, valid, and verifiable data collection, reporting and analysis.

Develop and implements framework for project results measurement, accountability, learning and development effectiveness to measure and report project success, including articulation of Theories of Change (ToC).

Using a CLA framework, ensures that lessons learned, and best practices are captured, synthesized, reported, and disseminated.

Review and update the project's M&E plan on an on-going basis.

Supports prioritization and regular use of health information by project partners at national and subnational levels, leveraging routine information systems to the extent possible, and supports prioritization of indicators and strengthening of data for effective governance, coordination, and accountability of health services.

Provides leadership and technical oversight, support, and direction on performance monitoring across all operational components of project. Coordinate and manage all monitoring, evaluation, and research and deliverables for the project and ensure that all required reports and documentation for the project's internal management systems and for external reporting are produced according to USAID guidelines.

Responsible for report requirements on project delivery to USAID.

Ensures that the MEL system adheres to USAID guidelines and meets the needs of the program for learning, analysis, and reporting.

Leads efforts to develop and implement an effective knowledge management system to ensure lessons and best practices are incorporated into ongoing interventions and innovative approaches.

Leads development, selection, and application of M&E processes and tools.

Lead and manage staff professional development to build their capacity and strengthen competency and professional development.

Provide technical staff training where necessary (i.e. On-the-job-training, through coaching or formal short courses facilitated by managers themselves to develop skills and knowledge).

Provides strategic guidance on MEL activities and oversees MEL activities across the project, including indicator selection, baseline assessments, and setting targets.

Guides team efforts to use data and research to inform evidence-based program design and adaptive management.

Oversees and advises on information management processes by reviewing data collection efforts, overall data reliability, consistency, quality, and reporting.

Fluent writing, reporting, and presentational skills in English.

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