POSITION DESCRIPTION

TITLE: Monitoring & Evaluation Mentor
NUMBER OF OPENINGS: 3 (1 per county)
BAND: I
REPORTS TO: Monitoring & Evaluation Advisor
LOCATION: Gran Bassa County, Margibi County, Montserrado County, Liberia

BACKGROUND

The USAID is funding the Health System Strengthening (CSHSS) contract to support the Ministry of Public Health in Liberia and seeks to expand their coverage area into three new counties: Gran Bassa County, Margibi County, Montserrado County. The activities are expected to replicate those that have been implemented thus far to "Improve the Health Status of Liberians", as laid out in USAID/Liberia's Health Strategy, and Country Development Cooperation Strategy. This shall be achieved through: 1) Strengthened leadership and governance capacity of the Ministry of Health and Social Welfare (MOHSW) 2) Strengthened Ministry of Public Works (MPW) capacity to manage water supply infrastructure improvements, 3) Institutionalized Quality Assurance (QA) and Quality Improvement (QI) initiatives to improve health care service delivery, 4) Strengthened Human Resources for Health (HRH) Management, 5) Improved Supply Chain Management, 6) Increased financial sustainability of services, and 7) Strengthened Health Management Information System (HMIS).

OVERALL RESPONSIBILITIES:

The M&E Mentor is responsible for implementing capacity building activities that will strengthen the Liberian Health Management Information System at the county and district levels (e.g., DHIS-2, LMIS, iHRIS). He/She will work with the M&E Officer, Data Assistant, Clinical Supervisors and District Health Team to support data producers and users at the facility, county, and national levels to enable them to implement steps to improve data quality and to analyze, package, disseminate, and use data for decision-making. The M&E Mentor will train and coach county-level MOHSW staff to address HMIS challenges by working with them to develop locally driven solutions. To support decentralization, the embedded M&E Mentor will empower CHSWTs and DHSWTs to analyze and use HMIS data to understand the health status of their catchment populations and develop appropriate, gender-sensitive interventions. He/She will also support the management of information for effective PBF implementation.

SPECIFIC RESPONSIBILITIES:

- Build capacity of staff at all levels to collect, analyze, use, and present data.
- Institutionalize the data quality checklist to verify/validate the accuracy of data by comparing reports with the information in the registers.
- Build the capacity of CHSWTs and DHSWTs to use Health Information System at the county and district levels (e.g., DHIS-2, LMIS, iHRIS).
- Be involved in field activities whenever required to support MOHSW in data quality assessments and data verification.

- Render support to Strategic Information Advisor when conducting operational research. This may include listing of data sources/respondents, scheduling appointments with respondents, guiding research assistants and entering data collected from the field.
- Provide administrative support during CSH training activities in the counties and districts, such as holding workshops, producing and distributing HMIS tools, and other printed materials for dissemination.

QUALIFICATIONS:
- Bachelor's degree in statistics/mathematics, epidemiology, information management or related discipline required.
- At least 6 years of progressively responsible experience with M&E.
- Demonstrated knowledge of M&E, data and information management.
- Field experience managing the design and implementation of M&E activities of large-scale donor-funded development projects.
- Experience coaching/mentoring others; strong training and facilitation skills.
- Strong experience with DHIS 2.0.
- Understanding and experience with program monitoring, baseline, midterm and final evaluations.
- Proven leadership skills and ability to work independently and as part of a team.
- Ability to work in demanding environment under tight deadlines.
- Strong computer skills with working knowledge of databases, spreadsheets and statistical software packages.
- Fluency in English is required.
- Excellent presentation and report writing skills.
- Experience working in Liberian health system.

Candidates must meet all the criteria of minimum qualifications.

Send your application to <mark>hrliberia@msh.org</mark> stating the position in the <u>subject line</u> of your email.

Interested persons must send comprehensive resume with a brief cover letter not later than closing date of the application, November 18, 2016.