

JOINT CLINICAL RESEARCH CENTRE

JOB ADVERT



The Joint Clinical Research Centre (JCRC) is an indigenous medical organization that was established in 1991 as a limited liability not-for-profit Joint-venture between the Uganda Ministry of Health (MoH), Ministry of Defense and Makerere University Medical School (now Makerere University College of Health Sciences). JCRC is located on plot 101 Lubowa Hill Off Entebbe Road P.O. Box 10005 Kampala.

Joint Clinical Research Centre (JCRC) seeks to recruit competent, dynamic, motivated and innovative candidates for the following positions;

Job Title: **Monitoring and Evaluation Advisor**
Supervisor Title: Director Monitoring, Evaluation & Learning
Supervises: Monitoring and Evaluation Officers

Job Summary:

Under the overall direction of the Director Monitoring and Evaluation, the Monitoring and Evaluation advisor will provide operational leadership for implementation of the DHAPP Monitoring, Evaluation and Learning framework and ensure that project performance is effectively monitored, analysed, reported and utilized for decision-making. He/she will ensure functionality of systems to measure and document program process, outputs and impact results by routinely and systematically collecting and analysing program data and presenting program results to project staff, and donors.

The MEL Advisor will lead routine monitoring of project implementation against approved workplans, contract deliverables, transition milestones, performance indicators and technical targets across all project components. The position will ensure that high-quality data are available to support performance improvement, accountability, adaptive management and reporting to DHAPP project leadership, the Ministry of Health and other project stakeholders. The incumbent will directly supervise Monitoring and Evaluation Officers and coordinate monitoring activities across HIV, TB, laboratory systems, supply chain, digital health, community systems, workforce development, quality improvement and health systems strengthening interventions implemented across the 69 project -supported health facilities.

Duties and responsibilities

Project M&E systems

- Coordinate and work with other project staff (Technical advisors and officers) to design, implement and manage a robust project M&E system.
- Participate in the development and review process of the project's Activity Monitoring, Evaluation and Learning Plan (AMELP).
- Conduct frequent and routine data verification and quality assessment exercises as per project requirements and follow up corrective actions resulting from the assessment.

- Support planning and implementation of baseline, midterm, endline, and other approved programme evaluations and assessments.
- Participate in PEPFAR reporting to ensure timely submission of PEPFAR specific project data
- On a regular basis, prepare and ensure timely submission of project performance monitoring plans, including developing and defining program indicators and sources of data, as well as contributing to annual work plans, quarterly and annual reports and other project documents.
- Coordinate routine tracking of all project indicators, milestones, deliverables and contractual obligations across all the intervention areas and periodically provide data to the project's Senior Management Team.
- Document progress on outcome level indicators attributable to project interventions at appropriate geographical levels including community level indicators.
- Conduct routine and frequent data analyses, including designing of various innovative data presentation and visualization tools (including maps), and share results with supervisor and the project technical team.
- Working with the concerned staff in development and management of project databases.
- Participate in the planning for dissemination and lessons learned and present results of program achievements and outputs in written reports and at conferences and meetings.
- Provide technical and coordination support to M&E officers to effectively and routinely support the project and different service delivery points i.e. health facilities and community centres.
- Work closely with facility teams and project data focal persons to improve data accuracy, completeness, consistency and timeliness across all reporting systems.
- Prepare performance review presentations and analytical summaries for senior management, DHAPP, project leadership and stakeholders.
- Participate in the development of operational research protocols and the implementation of operational research activities and special studies and facilitate the monitoring and follow-up of approved studies.
- Support dissemination of research findings and learning products through technical forums, reports and stakeholder engagements.
- Strengthen the capacity of facility-based health workers, data personnel, and project staff in data management, data quality assurance, analysis, and use, while building the capacity of project MEL counterparts to support project transition and long-term sustainability.

Government HMIS strengthening

- Support M&E Officers to provide technical and coordination support to facility and community teams to effectively and routinely collect, analyze, and report service delivery and program data and improve the quality of their records and data.
- Ensure that all stakeholders (including technical teams) in the collection and management of the data to be used by the project have a clear understanding of the results framework, indicators and the data collection tools.
- Work with District Biostatisticians to prioritize and plan jointly interventions to strengthen HMIS systems in the supported facilities.
- Using Quality improvement methods, support M&E officers to initiate quality improvement projects to improve data quality and enhance data use

Qualifications and skills required

- Bachelor's degree in Statistics, Biostatistics, Public Health, Epidemiology, Quantitative Economics, Health Informatics, Monitoring and Evaluation, or another relevant quantitative, health, or social science discipline. Post graduate training in Monitoring, Evaluation, and Learning will be an added advantage.
- A master's degree in Statistics, Biostatistics, Public Health, Computer science, Epidemiology, Monitoring and Evaluation, Health Informatics, Population Studies, Economics, or another relevant field is highly desirable.
- At least seven (7) years of progressively responsible professional experience in monitoring, evaluation, and learning, preferably supporting large, complex donor-funded public health, health systems strengthening, HIV/AIDS, TB, malaria, laboratory, surveillance, or global health security programs. Experience supporting U.S Government-funded programs, particularly PEPFAR, USAID, DoD/DHAPP, or similar international development programs, will be a strong advantage.
- Knowledge and experience with public health, especially HIV/AIDS, data management in Uganda, including data entry and cleaning, data analysis and reporting
- Excellent and practical understanding of PEPFAR Uganda reporting experience is a requirement
- Demonstrated ability to manage time and meet strict deadlines
- Knowledge of epidemiology and evaluation research methods (qualitative and quantitative)
- Demonstrated practical understanding of Ministry of Health data systems (e.g UGEMR, eAFIA, HMIS, DHIS2, Digital register)
- Computer proficiency in MS Word, PowerPoint, MS Excel, and competency in statistical and data analysis/visualization software Tableau/PowerBI, ArcGIS 10
- Ability to work independently with minimal supervision, ability to work under pressure
- Ability to fully grasp the complexity of data management
- The candidate will have a strong understanding of databases and data analysis skills
- Tech-savvy and possess excellent troubleshooting skills
- Good analytical thinking and ability to interpret public health and epidemiological data.
- Excellent interpersonal, teamwork, mentoring, written and oral communication skills
- Must be a Ugandan National

Job Title: Monitoring and Evaluation Officer

Reports to: Monitoring and Evaluation Advisor

Directly Supervises: None

Job Summary

The Monitoring Evaluation and Learning (MEAL) Officer will carry out the Monitoring and Evaluation function of Project in the respective assigned facilities by overseeing data collection, quality and reporting for the program as guided by DoW and DHAPP. The incumbent will work towards coordinated and efficient efforts in implementing strong data management processes to measure progress towards attainment of community and site targets. Under the leadership of the Monitoring and Evaluation Advisor MEAL Officer will work with the project and facility team members, the health facility data clerks, to ensure that clean and complete project data is collected weekly, monthly, quarterly, semi-annually and annually is collected and reported in a timely manner in the respective data management systems. He/she