

JOB DESCRIPTION

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| Job title: | iCCM State Delivery Officer | Location: | Jigawa and Niger |
| Department: | Technical | Length of contract: | 3 years |
| Role type: | National | Grade: | 7 |
| Travel involved: | In-country | Child safeguarding level: | Non Focal Point |
| Reporting to: | Line manager: State Project Manager | Direct reports: | N/A |
| Dotted line manager: | N/a | Indirect reports: | Technical Specialist |

Organisational background

Established in 2003, Malaria Consortium is one of the world's leading non-profit organisations specialising in the comprehensive prevention, control and treatment of malaria and other communicable diseases among vulnerable and under privileged populations. We increasingly find our work on malaria can be effectively integrated with other similar public health interventions for greater impact and therefore expanded our remit to include child health and neglected tropical disease interventions.

We work in Africa and Asia with communities, governments, academic institutions, and local and international organisations, to ensure effective delivery of services, which are supported by strong evidence.

Our areas of expertise include:

- disease prevention, diagnosis and treatment
- disease control and elimination
- systems strengthening
- research, monitoring and evaluation leading to best practice
- behaviour change communication
- national and international advocacy and policy development

Country and project background

The Nigeria Country Office in Abuja, started operations in 2008, through the DFID/UKaid funded Support To National Malaria Programme, SuNMaP (2008 – 2016). The office had presence in 23 states of the country and has managed at various times, about 15 programmes and projects. It follows the mandate of the parent organization in Nigeria and has been working specifically in the following areas:

- Malaria control/elimination
- Integrated community case management (iCCM) for malaria, pneumonia and diarrhoea

- Nutrition
- Neglected tropical diseases (NTDs)

Malaria Consortium is a sub-recipient for the new grant of the Global Fund to Fight AIDS, Tuberculosis and Malaria (GF) under the National Malaria Elimination Programme (NMEP) and Catholic Relief Services as the principal recipients.

The goal of the grant is to contribute towards reducing the malaria burden to pre-elimination levels and bringing malaria-related mortality to zero by 2025 in Nigeria.

This project aims to achieve five objectives while delivering high quality malaria services in 14 states (MC implementing in 5 of the states – Kano, Kaduna, Jigawa, Niger, Yobe, and iCCM only in Jigawa and Niger) through improved service delivery mechanisms, demand creation and health system strengthening strategies.

- Improve access and utilization of vector control interventions to at least 80% of targeted population by 2025.
- Ensure provision of chemoprevention, diagnosis and appropriate treatment for 80% of the target populations at risk by 2025
- Improve generation of evidence for decision making and impact through reporting of quality malaria data and information from at least 80% of health facilities (public and private) and other data sources including surveillance, surveys and operations research by 2025.
- Strengthen coordination, collaboration, and strategic partnership to promote efficiency and effectiveness of malaria control activities towards achieving at least 75% improvement from baseline using a standardized OCA tool.
- Improve funding for malaria control by at least 25% annually through predictable and innovative sources to ensure sustainability at federal and sub-national levels

Job purpose

To work with the State Project Manager (SPM) and team in providing technical support and direct implementation of projects for iCCM activities with a focus on the identification, training, logistic system for iCCM commodities and supervision of health facility and community health workers in the state.

Scope of work

The iCCM State Delivery Officer would support the implementation of integrated community case management (iCCM) in identified hard-to-reach (HTR) communities of Jigawa/Niger State by working with State MoH, LGAs, partners and other stakeholders at the state, LGA and community levels.

Key working relationships

The officer working under the line-management of the State Project Manager (SPM) and in close collaboration with the Technical Specialist, state, LGA, community actors, stakeholders and partners would deliver aspects of the programme as per the specified job tasks and expected deliverables.

Key accountabilities

1. Technical contributions (70%)

- Work with the programme team and other relevant personnel at the state and country offices to lead activities for smooth transition of closed out iCCM project into the new GF funded malaria programme
- To build and manage an effective and technically sound iCCM programme team in the state
- Support the SPM in preparing project Progress Update and Disbursement Request (PUDR) which is submitted to the Principal Recipient (PR) quarterly, including narrative reports on a timely basis
- Work with the zonal and national finance teams to prepare quarterly financial reports
- Manage risks to Malaria Consortium including financial, reputation and security in a challenging environment
- Work with the project M&E Officer and Country M&E Specialist to ensure that high quality project data is collected, analysed and disseminated to relevant stakeholders at all levels and reported to PR
- Contribute to the review of iCCM supervision model and roll-out plan
- Coordinate implementation of supervisory activities to community health volunteers based on finalized supervisory plan
- Take the lead in assessing the logistics and supply chain for iCCM commodities in the states
- Contribute to adaptation of iCCM training manuals to Jigawa/Niger State context
- Coordinate the planning and roll-out of training of health facility and community health volunteers
- Contribute to the finalization of criteria for selection of communities, health facilities and volunteers for iCCM project implementation based on continuum of care approach
- Work with the Demand Creation officer to coordinate the selection of communities in the selected LGAs for iCCM implementation
- Work with the Demand Creation Officer to coordinate mapping and identification of health facility and community health volunteers in iCCM catchment areas
- Preparation and submission of project malaria technical activity reports to zonal project manager
- Coordinate the project specific and support to State ministry of health on procurement, supply chain and logistics activities
- Contribute to the finalisation of the project performance and M&E frameworks and take the lead in the operationalization of the frameworks
- Support State M&E activities
- Represent MC on malaria Technical Working Groups (TWGs) and other relevant health coordinating committees at state level with approval of the zonal programme manager
- Liaise with the State SMOH, partners and other SRs (especially Society for Family Health) for successful implementation ACSM activities for iCCM implementation in Jigawa/Niger state
- Work closely with PMI during mass distribution of LLINs in Jigawa/Niger State

2. Project management (20%)

- Contribute and work with the relevant personnel to prepare all relevant project start up and planning tools on time
- Contribute to project exit strategy as part of project design and ensure inclusion of relevant activities to promote sustainability within the workplan and smooth transition of the project to government
- Contribute to quarterly lessons identification and learning documentation and dissemination
- Preparation and submission of project service delivery activity reports to State Project Manager

3. Technical performance management and quality assurance (10%)

- Contribute to the roll-out of project service delivery activities which meet international standard of quality
- Document evidence and best practices that are related to the project
- Work with the relevant state and country personnel to prepare an exit strategy and to implement it, to see to the smooth end of the programme
- Be responsible for state level quarterly lessons identification and learning documentation and dissemination

Person specification

Qualifications and experience:

Essential

- Degree in Medical, Public Health, Health Policy, Epidemiology or another relevant specialty is a minimum requirement
- Significant experience of working in developing countries
- Excellent project planning, management and monitoring & evaluation skills

Work-based skills and competencies:

Essential

- Technical knowledge and skills in control of malaria, pneumonia and diarrhoea
- Familiar with public health principles
- Familiar with monitoring and evaluation of community based health programmes
- Excellent report writing and presentation skills are also needed

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| Core competencies: |
| Delivering results |
| <p>LEVEL C - Supports others to achieve results</p> <ul style="list-style-type: none"> ✓ Displays a positive and enthusiastic approach and is not deterred by setbacks, finding alternative ways to reach goals or targets ✓ Supports others to plan and deliver results ✓ Supports others to manage and cope with setbacks |
| Analysis and use of information |
| <p>LEVEL B – Uses evidence to support work</p> <ul style="list-style-type: none"> ✓ Identifies and uses various sources of evidence and feedback to support outputs ✓ Uses evidence to evaluate policies, projects and programmes ✓ Identifies links between events and information identifying trends, issues and risks ✓ Ensures systems are in place to address organisation needs |
| Interpersonal and communications |
| <p>LEVEL B – Fosters two-way communication</p> <ul style="list-style-type: none"> ✓ Recalls others’ main points and takes them into account in own communication ✓ Checks own understanding of others’ communication by asking questions ✓ Maintains constructive, open and consistent communication with others ✓ Resolves minor misunderstandings and conflicts effectively |
| Collaboration and partnering |
| <p>LEVEL B – Collaborates effectively across teams</p> <ul style="list-style-type: none"> ✓ Proactive in providing and seeking support from expert colleagues ✓ Raises difficult issues with teams/ partners and stakeholders with a view to positive resolution ✓ Proactive in building a rapport with a diverse range of people |
| Leading and motivating people |
| <p>LEVEL C – Effectively leads and motivates others or direct reports</p> <ul style="list-style-type: none"> ✓ Gives regular, timely and appropriate feedback ✓ Acknowledges good performance and deals with issues concerning poor performance ✓ Carries out staff assessment and development activities conscientiously and effectively ✓ Develops the skills and competences of others through the development and application of skills ✓ Coaches and supports team members when they have difficulties |
| Flexibility/ adaptability |
| <p>LEVEL C – Supports others to cope with pressure</p> <ul style="list-style-type: none"> ✓ Responds positively to change, embracing and using new practices or values to accomplish goals and solve problems and supports others to do the same ✓ Adapts team approach, goals and methods to achieve solutions and results in dynamic situations ✓ Sets realistic deadlines and goals for self or team |
| Living the values |
| <p>LEVEL C - Supports others to live Malaria Consortium’s values</p> <ul style="list-style-type: none"> ✓ Demonstrates personal integrity by using role position responsibly and fairly ✓ Cultivates an open culture within the wider team, promoting accountability, responsibility and respect for individual differences |
| Strategic planning and thinking and sector awareness |
| <p>LEVEL B – Is aware of others’ activities and vice versa in planning activities</p> <ul style="list-style-type: none"> ✓ Takes account of team members’ and others’ workload when planning |

- ✓ Maintains awareness of impact on other parts of the organisation, keeping abreast of others' activities, objectives, commitments and needs
- ✓ Has a good understanding of the sector in which Malaria Consortium works