

**This position is contingent on funding from the donor.**

<b>Job title:</b>	Senior M&E Advisor	<b>Location:</b>	Yangon, Myanmar
<b>Department:</b>	Technical	<b>Length of contract:</b>	TBC
<b>Role type:</b>	National	<b>Grade:</b>	TBC
<b>Travel involved:</b>	TBC	<b>Child safeguarding level:</b>	TBC
<b>Reporting to:</b>	<b>Line manager: Chief of Party (CoP)</b>	<b>Direct reports:</b>	M&E technical officers
	<b>Dotted line manager:</b>		

### Organizational background

Established in 2003, Malaria Consortium is one of the world’s leading non-profit organizations specializing 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 organizations, 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
- behavior change communication
- national and international advocacy and policy development

### Project background

Malaria Consortium has been working in Myanmar since 2005. In 2013, we formalized country presence after signing a Memorandum of Understanding (MoU) with the Ministry of Health and Sports (MoHS). Since then, we have established ourselves as a leading technical research and implementing organization for malaria and broader integrated community case management (iCCM). Malaria Consortium has supported the National Malaria Control Program (NMCP) in Myanmar in many areas including strategic planning, data collection and use at national, regional, state and township levels,

monitoring and evaluation of malaria programs, conducting operational research on vector control and behaviour change interventions especially among mobile and migrant populations, and forest goers. We work with the MoHS in the following areas:

- Surveillance, M&E, and operational research
- Integrated service delivery and sustainability
- Social and behavioral change communication (SBCC)
- Digital Health/mHealth interventions
- Entomological surveillance and research, testing of vector control new tools
- Health systems strengthening
- Capacity building

The anticipated funding through the US President's Malaria Initiative (PMI), the PMI Malaria Elimination project, will support malaria control and elimination priorities.

### **Job Purpose:**

The Monitoring and Evaluation Technical Advisor will be responsible for supporting the Senior Technical Advisor and will work closely with the Chief of Party to successfully deliver an integrated and coordinated portfolio of program monitoring and evaluation (M&E) in support of project goals and objectives. The post holder will work closely with the Senior Technical Advisor to ensure that surveillance systems and M&E systems are robust and high quality to support case-based surveillance and timely response and are aligned with the national health information system.

### **Key working relationships**

- Senior Management Team (SMT) of the program.
- Project implementation team.
- Global Technical Director, Head of Surveillance and M&E, Senior Research Advisor, Country Program Manager, Regional Representative and Technical Specialist.
- Project Management Team(s), country technical team and country project manager.
- USAID/ PMI.
- Other key national and international stakeholders.

### **Key Accountabilities**

#### **1. M&E Technical leadership and oversight (50%)**

- Ensure the successful implementation of the case-based surveillance including case investigations, foci investigations, and response activities.
- Maintain high quality and robust malaria database and ensure good linkages with the national and sub national HMIS.
- Develop capacity, development of training curriculum and materials and providing training to the project staff, development of M&E plan and tools and providing necessary training
- Foster data-to-action culture and upskilling data analytical, visualization, interpretational skills among the project team.
- Establish and roll out project data and service quality assurance mechanisms and provide relevant training to the staff

- To work collaboratively with implementing partners to ensure partner organizations are produce high quality data reports and are in line with the project and the national malaria HMIS requirements. .
- To act as a program resource point for relevant surveillance issues in Myanmar.
- Oversee design of project M & E system and related tools, survey methods, and data management.

## **2. Collaborating, Learning, and Adapting (CLA) (40%)**

- Conduct process, outcome and impact level assessments/evaluations to actively harness Malaria Consortium's expertise in the areas of surveillance to maximize integration of learning from other contexts to the design of activities in Myanmar.
- Lead the cross-partner learning initiatives and facilitate the knowledge transfer/cross-pollination
- To provide support in advocacy and communication efforts relevant to the PMI Myanmar Malaria Elimination project.
- To document program achievements and proactively have these shared through various channels such as written program updates, learning papers and peer-reviewed journals.
- To represent the program in relevant malaria technical sub-committees, relevant workshops, conferences and other meetings, as agreed with the Chief of Party.

## **3. Operational, HR and Logistics Management (10%)**

- To line manage a team of M&E technical officers to ensure effective delivery of their job descriptions and manage their performance into a high performing team.
- To manage medium to long-term consultants as agreed by the Chief of Party.
- To represent the program in relevant workshops or conferences as agreed with the Chief of Party.

## **PERSON SPECIFICATION**

### **Qualifications and experience:**

#### ***Essential:***

- Master's degree (or higher) in public health, public policy, epidemiology, statistics, or related field
- Substantial work experience developing and implementing surveillance and response systems, monitoring systems and conducting evaluations, preferably in malaria and in developing countries.
- A high level of scientific and management expertise and substantial experience relevant to planning and implementing surveillance and M&E activities.
- Experience with malaria programs or related public health programs; experience working with malaria prevention and/or elimination programs preferred.
- Experience working with one or more international agency systems, preferably USAID.
- Experience meeting the M&E reporting requirements of external donors (e.g. DFID, USAID, UN agencies, Global Fund to Fight AIDS, TB and Malaria).
- Knowledge of monitoring and evaluation practice and methods through training and job experience.

- Strong quantitative and analytical skills; verbal skills and ability to communicate technical information clearly and effectively to both technical and non-technical colleagues.
- Must have the ability to obtain, analyze, organize and interpret data and present findings in both oral and written form.
- Experience working in South East Asia.
- Experience and understanding of working with Ministries of Health in a technical assistance role.
- Experience and good understanding of the Myanmar health system.
- Experience of designing and delivering training and mentoring to develop capacity in relevant technical areas.
- Highly proficient in the use of STATA, EpiData and Excel.

#### ***Desirable:***

- Medical Degree
- Significant experience in project management including but not limited to any formal training in project design, management, monitoring and evaluation.
- Experience of designing or project managing the design of IT platforms to support disease surveillance.
- Proficient in DHIS-2 or any other web-based information system
- Experience in eHealth/mHealth
- Experience in operational research.
- Experience in stakeholder mapping, analysis and engagement.
- Experience of working in a malaria elimination setting.

#### **Work Based Skills and Competencies:**

##### ***Essential:***

- Strong technical knowledge and skills in disease control.
- Excellent networking and partnership development skills.
- Familiar with public health principles.
- Excellent English writing, reporting and presentation skills.
- Experience of training, mentoring and coaching staff in technical areas.
- Strong analytical ability.
- Good communication skills with a variety of audiences inside and outside the organization.
- Excellent team management skills including the development of high performing teams.
- Able to delegate efficiently and technically support teams.
- Strong skills in negotiating with and engaging Ministry of Health and Sports Officials at all levels of the health system.
- Excellent personal and time management skills.
- Attention to detail.
- Problem solving.

##### ***Desirable:***

- Good understanding of malaria control or elimination.
- Comfortable participating in advocacy activities.

## Core competencies:

### Delivering results

#### LEVEL C - Supports others to achieve results

- ✓ 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

#### LEVEL C - Works confidently with complex data to support work

- ✓ Interprets complex written information
- ✓ Works confidently with data before making decisions, for example; interpreting trends, issues and risks
- ✓ Acquainted with the validity, relevance and limitations of different sources of evidence

### Interpersonal and communications

#### LEVEL D - Communicates complex technical and/or sensitive/high risk information effectively

- ✓ Communicates complex operational, technical and strategic issues clearly and credibly with widely varied audiences
- ✓ Uses varied communication to promote dialogue and shared understanding and consensus across a variety of audiences
- ✓ Influences internal and external audiences on specific issues
- ✓ Scans the internal and external environment for key information and messages to support communications strategies

### Collaboration and partnering

#### LEVEL C - Builds strong networks internally and participates actively in external networks and think tanks

- ✓ Builds strong networks internally
- ✓ Participates actively in external networks and/or think tanks
- ✓ Engages with relevant experts to gather and evaluate evidence
- ✓ Shares and implements good practice with internal and external peers

### Leading and motivating people

#### LEVEL C - Effectively leads and motivates others or direct reports

- ✓ 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
- ✓ Develop the skills and competence of others through the development and application of skills
- ✓ Coaches and supports team members when they have difficulties

### Flexibility/ adaptability

#### LEVEL D - Clarifies priorities and ensures learning from experience

- ✓ Clarifies priorities when leading change
- ✓ Sees and shows others the benefits of strategic change

- ✓ Helps colleagues/ team members to practice stress management through prioritisation of workloads and modelling of appropriate self-management and care
- ✓ Makes time to learn from experience and feedback, and apply the lessons to a new situation

### **Living the values**

#### **LEVEL C - Supports others to live Malaria Consortium's values**

- ✓ 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**

#### **LEVEL C - Keeps up to date with the internal and external environment**

- ✓ Takes into account economic, political and other business factors when drawing up medium and long-term plans, covering both public and private sectors
- ✓ Looks beyond the immediate operations to prospects for new business
- ✓ Engages with appropriate internal and external sources to establish major influences on future plans