

## JOB DESCRIPTION

<b>Job title:</b>	<b>State Technical Officer</b>	<b>Location:</b>	<b>Various</b>
<b>Department:</b>	<b>Technical</b>	<b>Contract type:</b>	<b>Fixed</b>
<b>Role type:</b>	<b>National</b>	<b>Grade:</b>	<b>7</b>
<b>Travel involved:</b>	<b>In-country</b>	<b>Child safeguarding level:</b>	<b>TBC</b>
<b>Reporting to:</b>	<b>Zonal Programme Manager</b>	<b>Direct reports:</b>	<b>M&amp;E specialist</b>
<b>Dotted line manager:</b>		<b>Indirect reports:</b>	<b>N/a</b>

### 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)

Currently, the Nigeria country office manages MC programmes/projects in Sierra Leone, Chad and Burkina Faso.

Malaria Consortium has recently become 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 2020 in Nigeria.

This project aims to achieve seven objectives while delivering high quality malaria services in 14 states (MC implementing in 7 of the states – Kano, Kaduna, Jigawa, Niger, Yobe, Gombe and iCCM only in Kebbi and Niger) through improved service delivery mechanisms, demand creation and health system strengthening strategies.

- To ensure at least 80% of targeted population utilizes appropriate preventive measures by 2020
- To test all care-seeking persons with suspected malaria using RDT or microscopy by 2020
- To treat all individuals with confirmed malaria seen in private or public facilities with effective anti-malarial drug by 2020
- To provide adequate information to all Nigerians such that at least 80% of the populace habitually takes appropriate malaria preventive and treatment measures as necessary by 2020
- To ensure the timely availability of appropriate antimalarial medicines and commodities required for prevention and treatment of malaria in Nigeria wherever they are needed by 2018
- At least 80% of health facilities in all LGAs report routinely on malaria by 2020
- To strengthen governance and coordination of all stakeholders for effective program implementation towards an “A” rating by 2018 on a standardized scorecard

### **Job purpose**

To work with the project manager 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 State Technical Officer (STO) would support the programme activities at state level, in all service delivery points in all the Local Government Areas (LGAs) of operation to ensure timely programme delivery to achieve given targets and objectives.

## Key working relationships

The officer working under the line-management of the Zonal Programme Manager (ZPM) and in close collaboration with the 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%)

- Coordinate the implementation of state-based activities on malaria prevention (including routine LLIN distributions, use and monitoring)
- Work closely with the SR that would deliver mass distribution of LLINs in state of operation
- Coordinate programme activities to support malaria case management (diagnosis and treatment) within the state including support for LMIS
- Support the State MoH to implement activities for improving Intermittent Preventive Therapy for pregnant women (IPTp)
- Technical support for the planning and management of malaria and other communicable disease control programmes at state level
- Coordinate public sector, private sector and civil society on-site training of health workers, Community Care Givers and PMVs on malaria prevention and case management
- Support capacity building of the State MoH personnel on malaria technical areas
- Preparation and submission of project malaria technical activity reports to ZPM
- Coordinate the project specific and support to State MoH 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 ZPM

### 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 work plan 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 Project Manager

### 3. Technical performance management and Quality Assurance (10%)

- Take the lead in ensuring roll-out of project service delivery activities meet international standard of quality
- Document evidence and best practices that are related to the programme

#### 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
- Excellent written and spoken English

##### Work-based skills and competencies:

###### *Essential*

- Knowledge of medical supplies procurement and supply chain management
- 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

Core competencies:
<b>Delivering results</b>
<b>LEVEL C - Supports others to achieve results</b> <ul style="list-style-type: none"><li>✓ Displays a positive and enthusiastic approach and is not deterred by setbacks, finding alternative ways to reach goals or targets</li><li>✓ Supports others to plan and deliver results</li><li>✓ Supports others to manage and cope with setbacks</li></ul>
<b>Analysis and use of information</b>
<b>LEVEL C - Works confidently with complex data to support work</b> <ul style="list-style-type: none"><li>✓ Interprets complex written information</li><li>✓ Works confidently with data before making decisions, for example; interpreting trends, issues and risks</li><li>✓ Acquainted with the validity, relevance and limitations of different sources of evidence</li></ul>
<b>Interpersonal and communications</b>
<b>LEVEL C - Adapts communications effectively</b> <ul style="list-style-type: none"><li>✓ Tailors communication (content, style and medium) to diverse audiences</li><li>✓ Communicates equally effectively at all organisational levels</li><li>✓ Understands others' underlying needs, concerns and motivations and communicates effectively in sensitive situations</li></ul>

<ul style="list-style-type: none"> <li>✓ Resolves intra-team and inter-team conflicts effectively</li> </ul>
<b>Collaboration and partnering</b>
<p><b>LEVEL C - Builds strong networks internally and participates actively in external networks and think tanks</b></p> <ul style="list-style-type: none"> <li>✓ Builds strong networks internally</li> <li>✓ Participates actively in external networks and/or think tanks</li> <li>✓ Engages with relevant experts to gather and evaluate evidence</li> <li>✓ Shares and implements good practice with internal and external peers</li> </ul>
<b>Leading and motivating people</b>
<p><b>LEVEL C – Effectively leads and motivates others or direct reports</b></p> <ul style="list-style-type: none"> <li>✓ Gives regular, timely and appropriate feedback</li> <li>✓ Acknowledges good performance and deals with issues concerning poor performance</li> <li>✓ Carries out staff assessment and development activities conscientiously and effectively</li> <li>✓ Develops the skills and competences of others through the development and application of skills</li> <li>✓ Coaches and supports team members when they have difficulties</li> </ul>
<b>Flexibility/ adaptability</b>
<p><b>LEVEL D - Clarifies priorities and ensures learning from experience</b></p> <ul style="list-style-type: none"> <li>✓ Clarifies priorities when leading change</li> <li>✓ Sees and shows others the benefits of strategic change</li> <li>✓ Helps colleague's/team members to practice stress management through prioritization of workloads and modelling of appropriate self-management and care</li> <li>✓ Makes time to learn from experience and feedback, and apply the lessons to a new situation</li> </ul>
<b>Living the values</b>
<p><b>LEVEL C - Supports others to live Malaria Consortium's values</b></p> <ul style="list-style-type: none"> <li>✓ Demonstrates personal integrity by using role position responsibly and fairly</li> <li>✓ Cultivates an open culture within the wider team, promoting accountability, responsibility and respect for individual differences</li> </ul>
<b>Strategic planning and thinking and sector awareness</b>
<p><b>LEVEL C - Keeps up to date with the internal and external environment</b></p> <ul style="list-style-type: none"> <li>✓ Takes into account economic, political and other business factors when drawing up medium and long-term plans, covering both public and private sectors</li> <li>✓ Looks beyond the immediate operations to prospects for new business</li> <li>✓ Engages with appropriate internal and external sources to establish major influences on future plans</li> </ul>