

# VACANCY

**Position:** Snr National Consultant and National Consultant (Programme Management)

**Experience:** Eight years experience

**Location of Assignment:** Niger state

**Duration:** 18 days

**Malaria Consortium** requires qualified personnel who will contribute to strengthening capacity of the CHIPS PIU on CHIPS Programme Management . Strengthening the capacity of the PIU for improvement in individual and wholistic management of the key components of the CHIPS programme . CHIPS Programme Implementation Unit (PIU) is a sub-unit of the Department of Community Health Services (CHS) within the State Primary Health Care Agency (SPHCDA). It is led by the CHIPS Coordinator, principal officials responsible for coordinating other programme components.

## **Consultant profile :**

- Senior National Consultant(1)
- National Consultant(1)

## **Specific tasks:**

### **Programme Management Training: Snr National Consultant and National Consultant**

#### **Snr National Consultant**

- Receive briefing from MC Technical team upon resumption of consultancy.
- Review relevant documents related to CHIPS Programme management and implementation!
- Submit proposed training plan and contextualized training module to MC Technical Team for review.
- Conduct a training needs assessment to inform revision of the content and method of the capacity building support to the CHIPS PMU, as appropriate.
- Develop/adapt programme management tools that will be used as resource materials for the participants.
- Conduct training on Programme Management according to best practices.
- Design and administer evaluation tools ( pre-test and post-tests, etc) and share analysis of results.
- Develop and share Programme Management mentoring plan with MC Technical Team
- Lead and provide oversight to the conduct bi-annual Programme Management visit to SPHCDA and SMOH and share findings and recommendation for the visit.
- Prepare overall report for the consultancy.

#### **National Consultant**

- Receive briefing from MC Technical team upon resumption of consultancy.
- Review relevant documents related to CHIPS Programme management and implementation.
- Contribute to the development of the training plan and contextualized training module to submit to the MC Technical Team for review.

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- In collaboration with the Lead TA, actively contribute technical support to the conduct of the assessment (field work, findings, report ) on the leadership and capacity strengthening for sustainable CHIPS programme
- In collaboration with the Lead TA, actively contribute to development /adaptation of programme management tools.
- Provide technical support to the conduct of training development materials, facilitate sessions, evaluation etc) on Programme Management to
- Support the administration of evaluation tools ( pre-test and post-tests etc) and share analysis of results
- Contribute to the development of Programme Management mentoring plan with MC Technical Team
- In consultation with the Lead Consultant, plan, and the conduct bi-annual Programme Management visit to SPHCDA and SMOH and share findings and recommendation for the visit
- Prepare report of the on the key aspects of the TA support as agreed with Lead TA

## **Deliverables**

### **Programme Management Training: Snr National Consultant and National Consultant**

- Proposed Training plan and contextualized training modules, submitted.
- Training need assessment conducted and finding shared
- Analysis of Pre-test and post-test results of all participants
- Appropriate certificates awarded to participants who successfully complete the course.
- Training report with appropriate recommendations for follow-up and consolidation of knowledge.
- Programme Management mentoring plan shared with MC Technical Team
- Conduct bi-annual Programme Management visit conducted to SPHCDA and SMOH, and findings and recommendation shared
- On the last day of assignment, one-page (bullet point) summary of findings and recommendations provided to and discussed with the Staff Technical Lead.
- Within 5 days after the assignment completion, provide a draft report to the Staff Technical Lead for this specific assignment using the standard format provided.
- Within 5 days after receipt of comments on the draft report, produce a final draft report to the Staff Technical Lead.

## **Qualification:**

### **Senior National Consultant(1)**

- Certified Master Trainer in Programme Management for Development Professionals (or its equivalent).
- At least 8 years post graduate degree experience in Project/Programme Management in the Health Sector, with at least 5 years as a trainer.
- Skills and experience in team management, supervision, and conflict resolution –
- Availability at the training venue for the entire period of the training programme.
- Demonstrated experience engaging with top and middle level management staff of government and agencies
- Proficiency in use of Computer software including MS Office-Word, Excel and PowerPoint

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- Experience in evaluation of training programmes

***National Consultant(1) :***

- Certified Master Trainer in Programme Management for Development Professionals (or its equivalent).
- At least 5 years post graduate degree experience in Project/Programme Management in the Health or other development sector, with at least 3 years as a trainer.
- Demonstrable skill in facilitating adult learning sessions.
- Proficiency in use of Computer software including MS Office-Word, Excel and PowerPoint.
- Experience in evaluation of training programmes.

Interested and qualified candidate who are passionate and willing to contribute towards the achievement of our goals should kindly send their CVs to

[hr.nigeriaconsultant@malariaconsortium.org](mailto:hr.nigeriaconsultant@malariaconsortium.org) on or before **12noon Tuesday, 15<sup>th</sup> June, 2021.**

**Subject of the mail:** Please indicate position applied for i.e *Senior National Consultant or National Consultant(BMGF Programme Management training)* whichever is applicable as the subject title of your email application.

**Kindly note that applicants who do not follow this specification, will be disqualified.**

All application should be submitted on or before 11:59am **Tuesday, 15<sup>th</sup> June, 2021.**

***Only Shortlisted candidates will be contacted***

***NB: Malaria Consortium does not accept or ask for payment during recruitment. We also would not accept hardcopy CVs; all applications should be sent through the above email address.***