



## JOB DESCRIPTION: DIRECTOR MONITORING, EVALUATION AND LEARNING

**Position:** Director Monitoring, Evaluation and Learning

**Reports to:** Project Director

**Supervises:** Cluster M&E Managers

**Location:** Eastern Uganda - Karamoja

### **Background**

The African Network for the Care of Children Affected by HIV/AIDS (ANECCA) is a network of clinicians and social scientists across Africa working to improve the quality of health care services for women, children, adolescents, young adults and their families in Africa by strengthening the RMNCAHN platform. ANECCA is a registered NGO in Uganda with strong collaboration with Ministry of Health and other institutions.

The **vision** of ANECCA is healthy women, children, and adolescents in Africa; its **mission** is to improve quality health and HIV services for children and adolescents; with **core values** of Caring, Accountable, Respect, Excellence, Simplicity.

### **About the Project**

ANECCA is responding to a Request for Applications (RFA) by USAID for a proposed transition award under Regional Health Integration to Enhance Services in Eastern Uganda (RHITES-E).

If awarded, ANECCA will support the implementation of a district-based integrated package of quality HIV/AIDS and TB services to contribute to significant, measurable, and sustainable impact on the beneficiary population in five districts in the Karamoja sub-region of Eastern Uganda including: Abim, Kaabong, Karenga, Kotido and Moroto. The activity will support provision of comprehensive technical support, mentorship and facilitate targeted service delivery at both community and facility level. ANECCA will focus on improving the quality of integrated HIV and TB health services, working towards attaining the HIV 95-95-95 targets across all age bands and improving TB case detection, treatment and prevention services.

### **Job Purpose:**

The Director Monitoring, Evaluation and Learning is responsible for supporting the design and implementation of the project's monitoring, evaluation and learning agenda. This position oversees the

project's development and management of systems to measure and document program process, learning, outputs and impact results by routinely and systematically collecting and analyzing program data and presenting program results to project staff, and donors.

### **Specific Responsibilities:**

#### **Project M&E systems**

- Coordinate and work with other project staff to manage a robust M&E system, identify and monitor key program activities in order to document results and what interventions contributed to the results, and ensure the integration of those results into Uganda's health system's decision-management processes.
- Lead in the development and review of the project's Monitoring, Evaluation and Learning Plan (MELP).
- Support the supervised teams to conduct frequent and routine data verification and quality assessment exercises as per project MELP.
- 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.
- Track project monitoring indicators for all (or specified) project health component activities 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.
- Direct and ensure coordination and linking of data reporting with technical strategy discussions
- Direct knowledge management and documentation for project with emphasis on 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 team to effectively and routinely support the Cluster project and different service delivery points i.e. health facilities and community centers.
- Advise project director and senior management team on trends for various performance indicators, as well schedules for project deliverables as per prescribed timelines
- Track district-level and facility-level performance through focal technical staff, Cluster teams, and M&E team

#### **Government HMIS strengthening**

- Support the M&E team to provide technical and coordination support to district, facility and community teams to effectively and routinely collect, analyse, and report service delivery and program data and improve the accuracy and completeness of their records and data.
- Ensure that all stakeholders 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.

#### **Minimum Qualifications**

- Master's Degree in Statistics, Public Health, Epidemiology, or a relevant field.

- At least ten (10) years of relevant professional experience in leading M&E processes, quality improvement and Knowledge Management.
- Experience with improving performance in Health Systems Strengthening, HIV/AIDS, malaria, family planning, maternal, newborn and child health, or nutrition is desirable.
- Demonstrated expertise in performance management and linking data to improvement
- Experience with managing complex data sets, including supervising data analysis and reporting, and design of creative data visualization tools.
- Experience in working with USAID-funded programs
- Ability to travel in country
- Demonstrated team player and experience with staff supervision