



**USAID Local Partner Health Services (LPHS)- Karamoja Activity**  
**African Network for the Care of Children Affected by AIDS (ANECCA)**

**Internal Advert**

**Institutional Background**

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

ANECCA is implementing the USAID Local Partner Health Services - Karamoja Activity, purposely to Support the public health sector to increase the availability, accessibility and utilization of quality integrated HIV and TB services in the Karamoja-region in Eastern Uganda. We are thus seeking applications for qualified individuals for the position of Monitoring Evaluation & Learning Officer to be based at the Moroto office.

**Position: Monitoring Evaluation & Learning Officers (2 Positions)**

**Duty Station: Moroto**

**Summary of role**

The Monitoring, Evaluation & Learning officer performs under the leadership of the MEL Specialist with a dotted line to the MEL Director. S/he will be responsible for ensuring quality data collection within the assigned districts, support compilation, analysis and data reporting at the district, facility, and community levels. The MEL officer will participate in the implementation and maintenance of the LPHS-Karamoja MEL system in capturing and reporting project progress in achieving outcomes and results.

**ESSENTIAL FUNCTIONS**

- Support the assigned district(s) in result reporting, data utilization for program decision making and Knowledge Management.
- Provide routine data collection and data quality assurance at the facility, and community level in the district to which s/he is assigned.
- Work with counter parts at the facilities and sub grantees to continually build their capacity in the areas of data management and usage
- Provide technical support to facility and district Health Information Assistant personnel.
- Analyze project quantitative and qualitative indicators.
- Lead in active audit of both paper M&E tools and electronic medical records for data quality assurance
- Participate in writing regular and timely reports of district level project activities and results for USAID.
- Conduct routine data quality assessments and audits in the supported health facilities.



- Conduct monthly performance reviews at facility level based on the HIV-TB prevention, care, and treatment cascade.
- Work with the Data Assistants to conduct routine reporting for weekly surge, weekly Pediatric and Adolescent reporting, weekly viral load, and any other ad-hoc data calls.
- Provide monthly and quarterly reports for MEL deliverables accomplished, success stories and validation reports.
- Extract DHIS2, PIRs and HIBRID data and conduct data quality checks and provide feedback to Data Assistants to take appropriate action
- Support routine utilization of standard HMIS tools during activity implementation, data collection and reporting.
  
- Support routine update of the CQI dashboard with support from the facility-based Data Assistants.
- Provide oversight to ensure timely weekly, monthly, quarterly, and Semi-Annual reporting for HMIS and PEPFAR reports with reference to the MER reference guide & HMIS manual.
- Take lead in monthly and quarterly data cleaning efforts at facility, community, and district levels.
- Perform any other duties assigned by the supervisors.

### **Education/Experience Requirements**

- Bachelor's Degree in Statistics, Economics, Public Health, Social Sciences, or another relevant field
- Post Graduate Diploma in Monitoring & Evaluation is an added advantage
- At least three (3) years of relevant professional experience in leading M&E processes, including routine health and survey data management and survey activities for complex health systems strengthening and/or service delivery programs.
- Experience in providing technical support through Health Systems Strengthening approach in HIV/AIDS, and TB is desirable.
- Demonstrated expertise in both quantitative and qualitative research methods
- Experience with managing conventional and QI databases, including data analysis and manipulation, and designing of creative data visualization tools
- Proven proficiency in statistical software such as STATA, Epi-Info or similar, specifically for analysis of public health data and large datasets.
- Excellent written and oral communication skills
- High level of flexibility, eager to learn and Analytical thinking
- Excellent interpersonal skills and ability to work under minimal supervision.

### **Competencies**

- **Innovation**
- **Accountability**
- **Service Excellence**
- **Business Acumen**
- **Professionalism**
- **Integrity**



- **Effective Communication (Oral and Written)**