



### **JOB ADVERTISEMENT**

The Kenya Paediatric Research Consortium (**Keprecon**), the research and projects implementing arm of Kenya Paediatric Association (KPA) is seeking application for **Monitoring and Evaluation Officer**.

**Employment Type:** Full time  
**Duration of the employment:** Three Years  
**Category:** Project Management  
**Location:** Office-based in Nairobi with regular work-related field travel, including to remote locations

### **PROJECT OVERVIEW**

Kenya launched the national PHC/UHC strategy in 2020 amidst the covid-19 pandemic, contracted economic crash and high debt burden with documented decrease in utilization of RMNCAH +N and increased gender-based violence.

The impact of COVID-19 has increased health demand and care costs (e.g., out of pocket expenses and above delivery costs) that have accelerated the need for resource-saving approaches that improve access to and delivery of primary care service. This includes MNCH services redesign and strengthening of referral systems.

There are major benefits for supporting professional medical associations to inform PHC and RMNCAH +N health workforce policy, secure political will and commitments for health and supporting sectors that would also yield additional economic benefits through higher participation in the labour market and higher productivity of healthier people, and savings on secondary and tertiary care as primary health care workers can attend to most needs and limit the inappropriate use of specialized services.

Additionally, health sector policymakers need to engage professional health worker associations and CSOs that are the owners of important health facility/service delivery data and information required for planning, decision making and resource allocation at national and county levels, increased political commitments, transparency, and accountability across political cycles for PHC and RMNCAH +N.

The success of primary care and public health services being accessible to all, requires investments in not only a larger workforce but also one that is adapted to the new context and population needs. Strong and continuous political support and leadership at the highest level are required, as well as the collaboration of many sectors, mobilization of stakeholders including development partners, private sector and meaningful engaged and motivated by the common objective of ensuring healthy lives and promoting well-being for all at all ages. This can only happen with increased transparency and accountability at all levels – that can ably be championed by professional health associations and CSOs.

Kenya Paediatric Research Consortium (Keprecon) seeks to recruit a dynamic Monitoring and Evaluation officer to join the core project implementation team to support in implementation Championing Evidence Based Advocacy for Primary Health Care (PHC) and Reproductive, Maternal, Neonatal, Child, Adolescent Health and Nutrition (RMNCAH+N) in 15 selected counties in Kenya. The project aims at increasing capacity of local advocacy partners to support governments and where necessary hold them accountable for policy implementation and to improve health data usage for more effective advocacy in government decision making.

The successful candidate will take a lead in monitoring and evaluation aspects of the organization projects, developing monitoring and evaluation tools and ensuring effective implementation in line the project thematic outcomes.

She/he will work with outcome project leads in project implementation as well as participate in the overall programme monitoring and evaluation.

## **DESCRIPTION**

**Report to:** Project Outcome Leads and Program Manager

**Direct Reports:** Research assistants where applicable

**Budget and Resource Responsibility:** Some responsibility for ICT hardware to support data collection and planning for updates / additions / replacements

## **KEY RESPONSIBILITIES**

- To develop and update the research protocol for the project
- To work with Project Implementation Theme Leads to ensure quality implementation and adherence to the protocol throughout the project
- To lead the development/updating and oversee the implementation of the Project Monitoring and Evaluation Framework in line with the project's thematic areas
- To track the performance of the project activities and outputs against expected results and adjust implementation processes to ensure the project is progressing towards the intended outcomes in line with the Monitoring and Evaluation Framework
- To oversee implementation of Monitoring and Evaluation systems through regular monitoring activities and tracking of Key Performance Indicators approved by the donor
- To undertake data collection (including evidence synthesis) for the project
- To work with the data manager and other members of the project team to ensure project dashboards are up to date and timely preparation and dissemination of high-quality policy briefs and advocacy communication tools (fact sheets/communication points)
- To coordinate project evaluations, report writing, report revision and finalization
- To take part in training workshops and dissemination events with project partners
- To liaise with the Keprecon Program Manager and other members of the operations team to achieve project objectives and follow policies and operating procedures
- To be responsible for scientific and administrative documentation such as protocols, ethics documentation and correspondence with collaborators
- To coordinate quarterly program review meetings to facilitate dialogue and learning
- To proactively arrange and initiate other meetings between partners considering project progress, produce agendas and scientific programmes, briefing notes for meetings and fully participate in meetings and, where necessary, write minutes for meetings
- To manage and coordinate field operations ensuring compliance with Keprecon policies
- To coordinate activities with various project partners and interface with national and county government authorities and other stakeholders
- Capacity building of project staff to effectively implement monitoring and evaluation tools and processes
- Carry out any other duties as assigned by the project management team.

## **QUALIFICATIONS AND SKILLS**

1. Undergraduate training in social sciences or health-related discipline from a recognized university
2. Post Graduate Degree in a Monitoring and Evaluation or Project Planning and Management is an added advantage
3. At least 2 years of technical work experience in mixed-methods research, program design and monitoring & evaluation with a record of skills in doing the following:
  - Research protocol development and development or research tools including survey forms, and interview guides
  - Community entry and mobilization (e.g. ability to liaise with local key members of the community)
  - Organizing field logistics including identification and consenting of research participants
  - Planning and coordinating fieldwork activities
  - Conducting key in-depth interviews and focus group discussions
  - Transcription, translation and cleaning of qualitative data
  - Quantitative and qualitative data cleaning and storage
  - Quantitative and qualitative data management
  - Qualitative data analysis using Nvivo or equivalent alternative
  - Quantitative data analysis using Stata or R or equivalent alternative
  - Expert skills in MS Office Suite including Word, Excel, and Power Point
4. Highly developed problem solving skills, with an ability to meet competing deadlines
5. Ability to communicate effectively to a high standard, including relatively complex scientific matters, orally and in writing (evidence of past work may be required)
6. Proven ability to approach assignments in an organized, focused manner and capable of working under no supervision
7. Experience in analyzing quantitative and qualitative data and report writing
8. Interest and experience in public health or health system within the Kenyan health sector
9. Excellent organizational and communication skills
10. Willingness to travel to and work in hardship areas for the contracted period.

## **COMPETENCIES**

- Must be enthusiastic with excellent interpersonal and communication skills
- Ability to take and follow instructions, initiative, keen to learn, proactive, prioritise workloads and work within tight deadlines under minimal supervision
- Well-developed troubleshooting capacity and clarity of thought
- Have high energy, clear goal orientation and strong work ethics
- Ability to work independently and collaboratively in a team environment and to multi-task
- Ability to interact with diverse audiences including high-level policy makers in clear non-technical language

## **APPLICATION PROCEDURE**

To apply for this post, you must:

1. Email your application to [admin@keprecon.org](mailto:admin@keprecon.org) with subject titled (Job Application: Monitoring and Evaluation Officer)
2. Attach your application letter, curriculum vitae, current/last salary slip, copy of professional certificates and recommendation letter

3. Candidates must supply an email and telephone contact that will be used when offering interviews. **Only shortlisted** candidates will be contacted. **Shortlisted** candidates shall be required to produce **ORIGINALS** of their National Identity Card, academic and professional certificates, original transcripts and testimonials, detailed curriculum vitae and valid clearance certificate (certificate of good conduct) during the interviews.
4. The application closing date is **10<sup>th</sup> January 2022 at 5.00pm**.

### **THE ORGANIZATION**

Kenya Paediatric Research Consortium (**Keprecon**) is an equal opportunity employer. *Direct or indirect* canvassing will lead to automatic disqualification. **Keprecon** does not charge a fee at any stage of the recruitment process (application, interview, meeting, processing, training or any other fees).

**Keprecon** in collaboration with Ministry of Health (MoH) is working towards three breakthroughs in how the world treats children by 2030:

- No child dies from preventable causes before their 5th birthday
- All children learn from a quality basic education and that
- Violence against children is no longer tolerated.

We know that great people make a great organization and employees play a crucial role in helping us achieve our ambitions for children. We value our people and offer a meaningful and rewarding career, along with a collaborative and inclusive environment where ambition, creativity and integrity are highly valued.