

USAID BORESHA JAMII

Kisumu Town Campus, Along Ojijo Oteko Road,
Milimani – Kisumu.

P.O. Box 210 - 40600, Bondo, Kenya.



16th May, 2022

JOB ADVERTISEMENT

USAID Boresha Jamii (U-BJ) is a PEPFAR-funded project through the United States Agency for International Development (USAID) implemented by the Jaramogi Oginga Odinga University of Science and Technology (JOOUST) as its Prime with PATH Kenya and SCORE Kenya as its Sub Awardees. The project also works with four local implementing partners. The project is implemented in the counties of Kakamega, Kisumu, Vihiga and Nyamira.

The aim of the program is to provide integrated activities to achieve the Kenya Health Partnerships for Quality Services (KHPQS) goal and objectives, building on USAID's investment in health systems strengthening and FP/RMNCAH/WASH and Nutrition through supporting the Ministry of Health in achieving journey to self-reliance (J2SR) in Cluster 5 Counties of Western Kenya Region. The focus is to increase the use of Quality County led health and social services in the following programmatic areas; HIV care and treatment, Family Planning, Reproductive Health, Maternal, Neonatal, Child and Adolescent Health and Nutrition (FP/RHMNCAH), Water and Sanitation (WASH), and mitigating social determinants that affect Orphans and Vulnerable Children (OVC), Key and Priority Population (KP/ PP) and Voluntary Medical Male Circumcision (VMMC).

USAID Boresha Jamii Program (UBJ) is seeking to recruit qualified, dedicated, and competent individuals to fill the following vacant position within the Program: -

POSITION: SUB COUNTY MONITORING EVALUATION AND LEARNING OFFICER

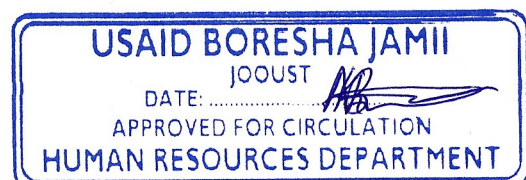
JOB GRADE: 4

COUNTY: KAKAMEGA- I, VIHIGA- I, KISUMU-I , NYAMIRA- I

REF NO: UBJ/SCMELO/5/2022

JOB SUMMARY:

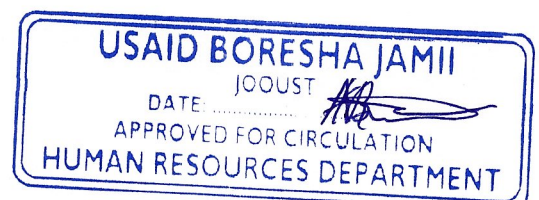
Reporting to the Senior Data, Monitoring, Evaluation & Learning Officer, the incumbent will among others be responsible for the following but not limited to:



1. Support MOH both facility and sub-county HRIO's on all data management, including supporting the provision, use of data collection and reporting tools.
2. Monitor and report on trends of the indicators at facility and community level and track the achievement against targets on a routine basis for all the program areas: HTS, PMTCT, ART, OVC & RMNCAH.
3. Review the data captured in the Registers and reporting tools for completeness and accuracy.
4. Carry out capacity building of SCHMTs and Partner staff to ensure data quality including ability to conduct routine data quality assessments is enhanced.
5. Ensure that health facility dashboards for Care & Treatment, RMNCAH/FP and PMTCT are updated.
6. Coordinate and support Sub-County and facility data review meetings.
7. Work with the Health Records Officers to collate all the data from different service points of the facility and provide aggregate data for the facility as required.
8. Work in collaboration with the records officers/clerks to prepare and review the monthly facility level reports before entry into KHIS or submission to the SCHRIO.
9. Support implementation of KHIS, EMR systems and program databases at sub-county, facility, and community level.
10. Work with CHVs and case workers to ensure that OVC data is accurately collected and entered into CPIMS.
11. Monitor version implementation of data capture and reporting tools.
12. Maintain patient confidentiality and observe protected health information guidelines.
13. Perform any other Programmatic duties relating to MEL as assigned by the supervisor.

Minimum Academic Qualifications

- Diploma in Records and Information Technology, Biostatistics, Public Health, or any other related field. A Bachelor's degree is an added advantage.
- At least 3 years' experience working in HIV/TB/RMNCAH/FP/OVC Programs
- Proficiency in use of MS Office- Excel, Word & PowerPoint.
- Experience working in PEPFAR funded programs.
- A clear understanding of the MOH and PEPFAR reporting systems.
- Demonstrated experience in using Kenya EMR.
- Being able to exhibit excellent coordination skills.
- Excellent verbal, written and interpersonal skills.
- Good time management and organization skills.



Language Proficiency:

1. The incumbent must be fluent in both English and have proven ability to communicate concisely both orally and in writing.

Job Knowledge:

A broad knowledge of Monitoring, Evaluation & Learning is required. The incumbent must have knowledge of the Kenyan Health Systems.

Skills and Abilities:

1. The incumbent must have superior analytical and communication skills.
2. Demonstrated ability to establish and maintain relationships across government entities, donor organizations, and private-sector organizations.
3. Desired ability to obtain, evaluate and interpret factual data and prepare precise, accurate and complete reports is required.
4. Desired ability to assist in the development of revised public policies.
5. Skills in conceptualizing project programming and developing strategies for their implementation is required.
6. Ability to work effectively in a team environment and proactively work to achieve consensus on policy, project and administrative matters is required.
7. Strong computer skills and knowledge of software program applications and use, such as Word, Excel, and PowerPoint or other database software, and word processing programs are also necessary.

Terms of Service

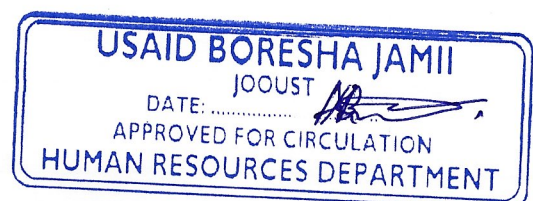
The successful candidates will be employed in a **five-year** Project with an initial contract ending 30th September, 2022 with a competitive remuneration package; contract renewal subject to availability of funds, satisfactory performance and need for the service.

How to apply

NB: REF Number for the Position advertised MUST be captured as an email subject:

Please Quote: UBJ/SCMELO/5/2022 and specify your county of preference in your application.

Candidates who satisfy the requirement stated above and interested, should forward their application in **soft copy only** including an up-to-date curriculum vitae, details of current remuneration, certified copies of academic and professional certificates, and testimonials as well as names and contacts (including postal and email



addresses, and daytime telephone numbers) of three referees to reach us on or before **30th May, 2022**.

NB: Please convert all your documents into ONE MERGED PDF before sending to:

recruitment@boreshajamii.or.ke

and a copy to vc@jooust.ac.ke

The job advert is also available at JOOUST Website. (www.jooust.ac.ke)

After the interview, the successful Candidate will be expected to submit the following as part of meeting the requirements of Chapter 6 of the 2010 Constitution of Kenya:

1. Valid Certificate of Good Conduct from the Directorate of Criminal Investigations,
2. Loanee Compliance Certificate to confirm if a candidate is up to date with the loan repayment.
3. Non- Loanee Compliance Certificate for those who have never benefited from HELB Loan.
4. Current Tax Compliance Certificate from KRA
5. Clearance from Ethics and Anti-Corruption Commission
6. A Clearance Certificate from an approved Credit Reference Bureau CRB.

USAID Boresha Jamii Program is an equal opportunity employer. Women and Persons with Disabilities are encouraged to apply. Only shortlisted candidates shall be contacted.

.....**End**.....

