



IntraHealth International Inc., CDC Project – Juba, South Sudan

Vacancy Announcement

Job Title : M&E Officer/Data Analyst
Location : Juba, South Sudan
Contract Type : Regular dependent on funding
Supervisor : Epidemiologist/Public Health Specialist
No. of Post : 1 position
Duration : Regular with 3 months probationary period
Application Deadline: 4th May 2021
Start Date : ASAP



BACKGROUND:

IntraHealth International with funding from CDC is supporting the Ministry of Health (MOH) strengthen the capacity of South Sudan Public Health Institute; the surveillance, data management systems and processes and county-level M&E capacity for disease outbreak emergency response in South Sudan. S/he will support and work with the Epidemiologist to analyze and generate reports as well as support capacity build county-level trainees in M&E aspects and data management. S/he will support in the generation of dashboard and , interpretation of the results with focus on ensuring that the data use is strengthened at SSPHI as well as the county and state levels. S/he will participate in capacity building for the county-level M&E officers in data analysis interpretation and use and will focus on ensuring that the county level teams use the data generated from the national DHIS2 system to inform planning and resource allocation at the county level. S/he will support in the disease outbreak investigations and working together with the epidemiologist support the county level teams to analyze and interpret data including epidemiological curves. S/he will support in use of data visualization system like the power business intelligence system (Power BI) for improved data presentation and visualization. S/he will lead in the monitoring and evaluation aspects of the project and be a technical resource in data collection tools development, data quality management, data quality assessments, data analysis and reporting and data use.

ESSENTIAL FUNCTIONS/TASKS

M&E Roles and Responsibilities

- Lead on designing, developing and implementing of M&E plans, frameworks, processes and data collection tools at the MOH.

- Work with MOH team at inception phase of COVID-19 project to define M&E plans for project, log frames, and targets, implement the donor's requirements, create long term plans, etc;
- Supervise the development of appropriate monitoring, tracking, and reporting systems, tools and templates that enhance monitoring of health programs outputs and quality, generate quality evidence on health programs impact and promote and ensure use of data for decision-making processes.
- Develop and promote the use of standard indicators, tools and forms (as appropriate) and M&E practices and coordinate the collection of information required for country-level management.
- Lead regular reviews of programmes/lessons learnt sessions and implementing necessary changes to existing and future programmes.
- Undertake regular field visits to provide support for proper application of M&E frameworks and tools.
- Develop appropriate research tools for conducting both qualitative and quantitative surveys and training staff and external enumerators in the use of the tools.
- Work closely with the communication office at the MOH in developing and disseminating programme results, best practices and success stories.
- Lead on designing, developing and implementing Data Quality Assessments (DQA) and implementation of the recommendations from the assessments
- Support in training of key staff at national, state and county level on DQAs, Mini Data quality assessments, and Data quality audits
- Lead and coordinate assessment and evaluations of programmes.
- Report M&E updates and performances across the programmes.
- Support facility and County teams to submit health data timely to the national level using the DHIS-2

Data Analytics roles

- Produce analytical summaries: graphs, charts, tables, narratives to fulfill internal and external reporting requirements (MOH quarterly reports, and global reports).
- Support all relevant MOH staff at the national, state and county level to analyzed data to generate information to identify trends and performance and present results to stakeholders.
- Undertake data quality checks through review of data sources to locate and fix problems regarding accurate data collection, collation, data entry and other data integrity issues.
- Work with the HISP team to document database contents, protocols and update manuals for smooth functioning of the data management system.
- Manage regular health data synchronizations with field level data (facility and county level data).
- Work with the DHIS 2 database/server administrator and the HISP team to facilitate timely information updates, data quality assurance, sharing of information and learning, and data use for decision-making.



- focus on key success factors for IntraHealth while recognizing, anticipating, and resolving organizational challenges. Ability to develop organization and industry-specific expertise and apply sound decision-making processes to reach productive resolutions that translates strategy into actionable business plans. Attention to details is particularly important.
- **Innovation** - Develops new, better or significantly different ideas, methods, solutions or initiatives that result in improvement of IntraHealth performance and meeting objectives, results and global commitments.
 - **Client Relationship Management** - Knowledge and ability to determine and satisfy client needs (internally and externally) and maintain partnering and productive relationships during engagements, including influencing, communicating, presenting, facilitating, and managing new relationships
 - **Accountability** - Holds self and others accountable for all work activities, research and personal actions and decisions; follows through on commitments and focuses on those activities that have the greatest impact on meeting measurable high-quality results for IntraHealth success. Exercises ethical practices, respectful words and behaviors, and equitable treatment of others in all activities.
 - **Service Excellence** - Knowledge of and ability to put into action customer service concepts, processes and techniques to access internal and/or external client needs and expectations and meet or exceed those needs and expectations through providing excellent service directly or indirectly.
 - **Effective Communication (Oral and Written)** - Understands effective communication concepts, tools and techniques; ability to effectively transmit, explain complex technical concepts in simple, clear language appropriate to the audience; and receive, and accurately interpret ideas, information, and needs through the application of appropriate communication behaviors
 - **Planning and Organizing** - Develops clear goals that are consistent with agreed upon strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate time and resources for completing work; foresees risks and allows for contingencies when planning; and monitors and adjusts plans and actions as necessary.
 - **Interpersonal Relationships** - Knowledge of and the ability to effectively interact within and across Divisions, Departments/Country Offices in a constructive and collaborative manner.

Due to the urgency to fill this position, applications will be reviewed on a rolling basis.

Application Procedure

Interested and competent candidates can submit their application Letter, copy of National ID card, Academic Credentials and a Curriculum Vitae (CV) including contact details of 3 professional references who must be the most recent or current supervisor. Use this email address for submission Recruitment-SS@intrahealth.org



Hard copies of applications can also be dropped at IntraHealth International office located at Juba Nabari near American Residence, opposition Watoto Church, Plot No. 187 Block 3-K South, to the attention of the Human Resource Department.

Deadline for receiving applications is 17:00 hrs, South Sudan Time on or before 4th May 2021.

This position is open to South Sudanese nationals ONLY.

IntraHealth International is an Equal Opportunity/Affirmative Action Employer

