

Jhpiego South Sudan  
Goshen House, Office Complex Kololo  
Ministries –Airport Road,  
Juba, South Sudan



## Vacancy Announcement

Jhpiego is an international non-profit health organization affiliated with the Johns Hopkins University. For 50 years now, Jhpiego has empowered front-line health workers by designing and implementing effective, low-cost, hands-on solutions to strengthen the delivery of health care services for women and their families. By putting evidence-based health innovations into everyday practice. Jhpiego South Sudan office wishes to fill the position of **Monitoring and Evaluation Officer**. Employment with Jhpiego is subject to the availability of funds from the donor.

### **Job Summary**

The M&E Officer will work on the USAID funded ACHIEVE OVC and DREAMS program, reporting to the Data Manager and Monitoring and Evaluation Director. Overall, the M&E Officer will be responsible for maintaining data quality in line with Jhpiego principles. S/He will ensure, among other duties, that all data is verified, project databases are up to date, clean and ready for data analysis and reporting, including generating presentations in collaboration with project staff.

### **Duties and Responsibilities:**

- Supports performance monitoring of the project based on the work, environmental and mitigation plans.
- Implements, and monitors M&E systems to achieve programmatic goals.
- Ensures timely collection, processing, entry, review and collation of project data across relevant indicators.
- Ensures that appropriate M&E mechanisms are built into work plans and reporting and oversees quality assurance and reporting.
- Monitor results in real-time to ensure that data are compatible with PEPFAR MER indicators; implement real-time dashboards for use by relevant project staff.
- Supports structured capacity building on data utilization to improve programming.
- Contributes to the development and implementation of a Management of Information Systems, and development of tools for program monitoring and reporting
- Conducts data cleaning and verification exercises to ascertain validity and accuracy of the data before reporting to the donor.

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- Supports the implementation of a mentorship programme for M&E assistants and data clerks.
- Participates in project led special initiatives, surveys and studies
- Assumes responsibility for monitoring and evaluation duties as identified throughout the life of the project.
- Performs any other duties as assigned.
- Ability to travel domestically

**Qualifications, Knowledge and Experience:**

- Bachelor's degree in statistics, computer science, social sciences and other relevant degrees
- A post-graduate qualification in Monitoring and Evaluation is an added advantage
- 5-8 years' relevant experience in program monitoring and evaluation.
- Computer proficiency in word processing, databases, spreadsheets, including advanced skills in at least two of the following programs: SPSS, Excel, Stata, and MS Access.
- Knowledge of DHIS 2 an added advantage.
- Demonstrated experience with Health Management Information Systems and ability to transfer knowledge through informal and formal training.
- Experience in setting up databases, data analysis and presenting statistical reports
- Experience working with PLHIV is essential.
- Experience working with PEPFAR supported programs
- Experience working with civil society organizations on monitoring and evaluation for HIV and/or health-related activities.
- Experience in design, implementation, and management of monitoring and evaluation for HIV public health/international development programs funded by USAID.

Annual performance objectives will be developed and reviewed with supervisor for use in annual reviews.

South Sudanese nationals who are qualified and currently provide services in the same facilities and have previous experience working with an international organization are preferred.

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Jhpiego offers competitive packages to selected candidates in line with salary history, academic qualifications and relevant experience.

Applications can be hand delivered to our office or sent through e-mail addresses provided below:

The Country Program Manager  
Jhpiego South Sudan Office, Goshen House Office Complex,  
Kololo Ministries-Airport Road, Juba, South Sudan

OR

Email to: [SS-HRAApplications@jhpiego.org](mailto:SS-HRAApplications@jhpiego.org)

**NOTE:** Late submission will not be considered and given the likely high volume of applications and due to the urgency to fill this vacant position, candidates will be reviewed on rolling basis and position can be filled before the deadline on **29<sup>th</sup> July 2022** and only those selected will be contacted.

A handwritten signature in blue ink, appearing to be "M. A.", written over the stamp.



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