

JOB DESCRIPTION

POSITION : Monitoring, Learning and Evaluation and Knowledge Management Technical Advisor- Burkina Faso

SUPERVISOR: Country Director

SALARY : Within the band salary range and commensurate with education and experience

BACKGROUND: Alive & Thrive (A&T) is an initiative to save lives, prevent illness, and ensure healthy growth and development. Good nutrition in the first 1,000 days, from conception to two years of age, is critical to enable all children to lead healthier and more productive lives. Alive & Thrive is scaling up improved infant and young child feeding and maternal nutrition through large-scale programs in several countries in Asia and Africa and through strategic technical assistance and the dissemination of innovations, tools, and lessons worldwide. Alive & Thrive is funded by the Bill & Melinda Gates Foundation and the governments of Canada and Ireland.

A&T started working in Burkina Faso in 2014 to support the Government of Burkina Faso's efforts to implement interventions to promote infant and young child feeding (IYCF) during a three-year period from 2014-2017. During this phase, A&T, in its support, focused on improving breastfeeding practices, including (1) early initiation of breastfeeding, and (2) exclusive breastfeeding (EBF) for the first 6 months of life. Advocacy, mass communication and support to the health system to provide interpersonal communication (IPC) activities at the health facility level were implemented nationally, while an intensive intervention integrating Interpersonal communication at the community level and community mobilization has been tested as a "proof of concept" in the Boucle de Mouhoun region. The strategic use of data to inform the project has been essential throughout the implementation period. In Gen 2 (2017-2022), A&T continues to support the government of Burkina Faso to scale up maternal, infant, and young child nutrition (MIYCN).

POSITION SUMMARY:

The A&T Burkina Faso Monitoring, Learning, and Evaluation and Knowledge Management (MLE&KM) Advisor will work as part of an A&T senior technical leadership team based in Ouagadougou. The Technical Advisor is responsible for providing overall technical and program leadership in the design, implementation and oversight of A&T's Burkina Faso MLE & KM portfolio, focused on overseeing the implementation research that A&T will undertake, monitoring of the A&T program components and its partners' implementation of these, and managing knowledge by documenting process and evidence. A key component of the Technical Advisor's role will be to ensure the strategic use of data in planning, implementation and capacity building activities, particularly around using data is used to improve the coverage and quality of MIYCN service delivery. The program components include: advocacy and implementation of national MIYCN policies and programs; advising on the effective design and use of MIYCN social and behavior change (SBC) approaches; delivering MIYCN technical support to health regional directorates and districts and local governments (Region and municipalities) and their implementing partners; and generating evidence through research activities. He will work with the HMIS Technical Advisor during the advocacy and the provision of technical assistance on HMIS to the MoH.

ESSENTIAL JOB FUNCTIONS:

General roles/responsibilities:

- Elaborate an overall MLE plan for all A&T activities in Burkina Faso within an existing framework and with support from other team members at A&T headquarters and in the country office;
- Develop and track progress and other relevant indicators for a wide range of A&T activities in country; particularly around capacity building at the regional level

- Develop and track program performance indicators, using a range of quantitative and qualitative methods and tools;
- Develop and manage a system for tracking/monitoring intermediate outcomes of program activities, using innovative techniques;
- Identify opportunities for joint data collection within existing survey platforms and develop relationships with institutions as needed;
- **Conduct secondary analysis of health services and nutrition status indicators using national databases**
- Hire and train temporary staff as needed for selected documentation and/or data collection activities; supervise and manage data collection activities;
- Ensure timely and effective communication of MLE results to a variety of actors, including preparing tables, graphs, reports and visual presentations based on the data analysis for presentation to internal and external audiences;
- Provide capacity building (technical assistance and/or training) to partner organizations on strategic use of data and developing MLE plans, as needed;
- Provide technical support to lead the completion, quality and timeliness of MLE processes, products, plans, protocols (e.g., methods and tools), reports, and scientific manuscripts;
- Manage IRB requirements by A&T/Burkina Faso and manage work conducted by MLE partners to meet scientific standards for the purposes of reporting, publishing, and disseminating MLE products;
- Conduct data quality checks at implementation research sites;
- In coordination of the HMIS technical Advisor, support the use of data for decision making by district and regional level health managers, including through organizing regular review meetings and implementing tools for data visualization, and other activities as needed;
- Coordinate with other technical advisors and regional coordinators collecting information to document processes for each key activity;
- Synthesize and develop illustrative powerpoint presentations, case studies and/or brief in collaboration with KLL.

Other roles/responsibilities:

- Help develop A&T annual work plans, budgets (including the MLE component) and project reports, and ensure timely reporting and responses for information to HQ;
- Actively participate in, contribute to and, in some cases, conduct or help facilitate major A&T program development and implementation activities (strategic planning, program presentations, advocacy and policy meetings, workshops), as appropriate;
- Present/disseminate program results and MLE data to regions and districts as needed, projects and partners, and other professional colleagues and organizations at state and national level;
- Maximize A&T's awareness about Burkina Faso and global contextual factors that must be considered for adapting MLE matters, e.g., events, opportunities, news, partners' and other stakeholders moves/shifts;
- Contribute to A&T Generation 2.0 across-country MLE processes, as pertinent to reflect the Burkina Faso portfolio.

The above statements are intended to describe the general nature and level of work being performed by people assigned to this job. They are not intended to be an exhaustive list of all responsibilities, skills, efforts, or working conditions associated with a job.

REQUIRED SKILLS AND QUALIFICATIONS:

Education:

- PhD or Master's degree with equivalent experience in Statistics, Public Health, Nutrition, Program Monitoring & Evaluation, Health Systems Management or related social science or health discipline;

Experience:

- At least 10 -12 years of relevant experience in Burkina Faso and/or in Francophone ECOWAS countries, required with at least 5 years in a senior technical leadership role providing technical input to a large-scale nutrition or public health/development project, with strong networks with government and network of development experts and researchers;
- Demonstrated ability to design and manage MLE & KM systems, including implementation of a range of MLE activities;
- Very good experience of management information systems in Burkina Faso or in ECOWAS countries;
- Knowledge of and experience with a range of quantitative and qualitative data collection techniques and approaches, which may include any/all of: health and nutrition surveys; Lot Quality Assurance Sampling (LQAS) for program monitoring; rapid assessment techniques; focus groups; ethnographic methods; quality assurance/quality control; diagnostic studies; participatory evaluation techniques;
- Experience in communicating MLE and research/study results to a variety of audiences, and in using monitoring data to improve programs;
- Demonstrated ability to develop and use training materials to effectively train enumerators and other field staff;
- Demonstrated experience in effective interactions in a multicultural setting with a variety of stakeholders, including government and civil society actors;
- Willingness to travel as required;
- Extensive public health/nutrition field experience in designing, implementing, monitoring and reporting on various types of service delivery platforms (i.e. interpersonal communication, community mobilization and mass communication);
- Experience in analysis and interpretation of quantitative and qualitative data, including experience drafting reports based on both quantitative and qualitative data;
- Excellent written and spoken French and English.

Skills:

- Ability to work independently, think critically, assess priorities, and manage a variety of activities while communicating, connecting, and collaborating with HQ and field office staff, subcontractors, and a broad coalition of government, NGO, and international project partners;
- Strong interpersonal and organizational skills;
- Ability to convey a strong technical position (within A&T teams and with A&T's partners) for decision-making on MLE matters supported by knowledge, experience and capacity to contextualize;
- Excellent problem-solving skills;
- Excellent writing, editorial, communication, and attention to detail skills, including strong presentation skills to report results to major donors;
- Competency in research/study design and implementation and experience in data analysis using Stata, SAS, EpiInfo, or SPSS Additional Information;
- Experience in HMIS, using DHIS2 and strong competency in data base management, analysis and result presentation/communication;
- Equipment to be used: Computers, telephones, calculators, and/or similar devices.

Supervision Given/Received:

Coordinates own work flow and sets individual priorities. Works under general guidelines for completion and accuracy as determined by the supervisor. Accomplishes results through lower level staff managers or through experienced staff who exercise independence in their assignments.

Typical Physical Demands:

Typical office environment. Ability to sit and stand for extended periods of time. Ability to lift 5-50 lbs.

Technology to be Used:

Personal Computer, Microsoft Office (i.e. Word, Excel, PowerPoint, etc.), e-mail, telephone, printer, calculator, copier, cell phones, PDAs and other hand-held devices.

Travel Requirements:

Travel within Burkina Faso 30% - 50%

Disclaimer: Note the Compensation Band that appears on the job description is associated with those jobs assigned to the US Salary Structure and employees that are paid from US payroll. The Compensation Band for all national local employees aligns to the Compensation Structure based on the Country location of the job.

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CV and cover letter should be addressed to the Director of Alive & Thrive Burkina Faso at aliveandthriveburkinafaso@gmail.com