



AFENET Secretariat
Lugogo House, Ground Floor (Wings B&C)
Plot 42, Lugogo By-Pass
P.O BOX 12874, Kampala, Uganda
Tel: +256 417 700 650
Fax: +256 312 265 595
www.afenet.net

Job Opportunity

Date: Wednesday, August 7, 2024

Department: Africa CDC Headquarters

Duty Station: Multiple duty stations

Application deadline: Wednesday August 21, 2024

Background:

The African Field Epidemiology Network (AFENET) is a non-profit organization established in 2005 with a mission to improve human health through the strengthening and expansion of applied epidemiology and laboratory capacity in partnership with Ministries of Health, Non-Governmental Organizations, international agencies, private sector and other public health agencies. AFENET has its headquarters in Kampala, Uganda with operations in more than 30 African Countries.

The African Union, established as a unique Pan African continental body, is charged with spearheading Africa's rapid integration and sustainable development by promoting unity, solidarity, cohesion and cooperation among the peoples of Africa and African States as well as developing a new partnership worldwide. Its headquarters is located in Addis Ababa, capital city of Ethiopia.

Officially launched in Addis Ababa, Ethiopia in January 2017 as a specialized technical institution of the African Union, the Africa Centres for Disease Control and Prevention (Africa CDC) is Africa's first continent-wide public health agency. Africa CDC envisions a safer, healthier, integrated and stronger Africa, where Member States are capable of effectively responding to outbreaks of infectious diseases and other public health threats. The agency's mission is to strengthen Africa's public health institutions' capabilities to detect and respond quickly and effectively to disease outbreaks and other health burdens through an integrated network of continent-wide preparedness and response, surveillance, laboratory, and research programs. Towards meeting its mission, the Africa CDC will work with African Union (AU) Member States, WHO, and partners in the five geographic regions of the AU to strengthen their capacity in at least five strategic priority areas: (1) public health surveillance and disease intelligence; (2) public health emergency preparedness and response; (3) public health laboratory systems and networks; (4) public health information and technology systems; and (5) public health research and public health institutes.

The Africa CDC invites applicants who are citizens of AU Member States to apply for the position of **Technical Officer Country Programmes – M & E Officer:**



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1. Post

Job title: Technical Officer Country Programmes – M&E Officer

Number of posts: 7 (Seven)

Grade: P2

Directorate: Regional Coordinating Centres

Supervisor: Head of Planning, Reporting and Accountability Division, Africa CDC

Duty Station: Multiple Duty Stations in AU Member States

Job purpose:

The M&E Officers will be attached to the MoH/NPHI and will act as liaison between the Ministry and the Regional M&E Officers. They will support to oversee the monitoring and evaluation of the SLL Phase II initiatives including integration of COVID-19 into routine immunization and Primary Health Care (PHC) activities.

Major Duties and Responsibilities:

The Technical Officer Country Programmes-M&E Officers shall perform the following major duties and responsibilities:

Main functions:

- Support all aspects of Africa CDC (internal and external) monitoring and evaluation activities.
- Provide technical support for the development or adaptation of guidelines, Standard Operating Procedures (SOPs) monitoring and evaluation tools including data collection and management tools.
- Provide monitoring and evaluation findings and recommendations to support planning, emergency preparedness, risk management and mitigation activities for the SLL Phase II program.

Specific Responsibilities:

- Follow-up on and ensure monitoring and evaluation lessons learned are captured and that adjustments/corrections are integrated in the project cycle.
- Work with the partners to inform and ensure the proper M&E activities are incorporated in the CoVID-19 vaccination programme of the project activities.
- Work with Africa CDC staff to ensure quality data collection and contribute in the analysis of the collected data to build credible evidence.
- Provide technical advisory to implementing partners and regional teams.

- Ensure that the correct means of verification (MOVs) are collected from implementing partners and documented in the Africa CDC MOVs Teams folder.
- Review the operational and programme KPIs developed for the CoVID-19 programme and update as required.
- Represent Africa CDC in a professional manner, which creates a positive image and enhances the credibility of the organization.
- Perform any other CoVID-19 vaccination related activities as requested by the Programme Manager.
- Develop a systematic monitoring framework to improve the qualitative and quantitative evidence gathered by the Project.
- Develop and implement Member State-specific M&E plans tailored to the specific needs and context of the Member State. Strengthen data collection capacity at the local level by working with local health authorities and implementing partners to improve data collection practices.
- Facilitate knowledge sharing and learning across Member States by collaborating with Africa CDC to share best practices and lessons learned from the SLL program implementation across different Member States.
- He/she will also provide technical assistance to the implementing agencies, particularly in relation to monitoring, reporting and project governance issues, assisting the Project Manager in preparing Quarterly/Annual reports and other reports on project progress and will monitor the project activities on a regular basis, developing and maintaining the MIS of the Project and will be responsible for the collection & analysis of different data in relation to the project activities.
- The Monitoring and Evaluation Officer will work in close collaboration with project team, M&E officers attached to ministries, Government officials, private sector, non-government and civil society organizations in respective regions.

Qualification and work experience required:

Essential

Master's degree in Public Health, Sociology, Social development, Economics, Business Administration, Monitoring and Evaluation or other related fields with at least two (2) years of relevant experience.

OR Bachelor's degree in Public Health, Sociology, Social development, Economics, Business Administration, or other related fields with at least five (5) years of relevant experience.

Certification in Monitoring and Evaluation will be an added advantage.

Required skills and competencies:

- Work experience in the area of public health programme implementation, Monitoring and Evaluation and stakeholder engagement is an added value.
- Experience working in a Public Health International organization is an added advantage.
- Demonstrate professionalism; good knowledge to design, to develop and maintain M&E Strategy, Policies and Procedures.
- Computer literacy and good knowledge in ERP/SAP.
- Excellent knowledge of international organizations.
- Good communication, planning, organizational and reporting skills.
- Good ability to take initiatives, to improve service delivery.
- Good ability to focus on client orientation.
- Excellent interpersonal skills; respect for confidentiality and good public relations.
- Skills in translating highly technical information into presentations, briefings and report and funding proposals for lay audiences.

Leadership Competencies

- Strategic Perspective
- Developing Others
- Change Management
- Managing Risk

Core Competencies

- Team work and collaboration
- Accountability, awareness and compliance
- Learning Orientation
- Communicating with influence

Functional Competencies

- Analytical Thinking and Problem Solving
- Job Knowledge and information sharing
- Drive for Results
- Continuous Improvement Focus

Language Requirement

Applicants must be proficient in at least one of the AU languages (English, French, Arabic, Portuguese, Spanish, Swahili). Knowledge of one or more additional African Union working languages would be an added advantage.



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Tenure of Appointment

The appointment will be made on a fixed term contract for a period of sixteen (16) months, of which the first three (3) months will be considered as a probationary period. Thereafter, the contract may be renewed for a similar period subject to funding availability, satisfactory performance and agreed deliverables.

Gender Mainstreaming

The AU Commission is an equal opportunity employer and qualified women are strongly encouraged to apply.

Remuneration

Indicative basic salary of US\$ 31,073 (P2 Step1) per annum plus other related entitlements e.g. Post adjustment (ranges from 42% - 57% of basic salary as per the Duty Station), Housing allowance ranges from US\$ 16,819.80 – US\$24,561.00 (per annum), education allowance (100% of tuition and other education related expenses for every eligible dependent up to a maximum of US\$ 10,000.00 per child per annum), etc. for internationally recruited staff

How to apply: Submit your resume, application letter, and relevant documentation to:

- The Administration & Human Resource Office
- African Field Epidemiology Network (AFENET)
- <https://recruitment.afenet.net> and a copy on Email: sec@afenet.net

*ONLY successful candidates shall be contacted for an interview.

Please note that all applications should be sent online by close of business 5:30 pm (EAT) Wednesday August 21, 2024

Note: More details about this position can be obtained from our website: www.afenet.net