



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: Monday September 02, 2024

Department: Africa Centres for Disease Control and Prevention (Africa CDC)

Application deadline: Friday September 13, 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.

The Africa Centres for Disease Control and Prevention (Africa CDC) is a specialized technical institution of the African Union that supports Member States in their efforts to strengthen their public health systems. Africa CDC was officially launched in January 2017, and is guided by the principles of leadership, credibility, and ownership, and delegated authority, timely dissemination of information, transparency, accountability, and value addition. The institution works with all African countries to strengthen the capabilities of their public health institutions for disease surveillance, emergency response, prevention and control, including the capacity to detect and respond quickly and effectively to disease threats. It also serves as a platform for Member States to share and exchange knowledge and lessons from public health interventions.

Over 100 health emergencies occur in Africa yearly, accounting for nearly 70% of all global health emergencies. The continent has made notable progress towards strengthening emergency response capacity at country level, however, there remain inadequacies in planning, limited trained human resources, lack of agility in response teams, inefficient decision-making, and challenges with availability of countermeasures (including stockpiling of supplies). The COVID-19 pandemic reinforced the need for a more robust country's capacity to prepare for, detect, and respond to public health emergencies of international concern in Africa.



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Healthier populations, universal health coverage and global health security are interconnected, and countries need resilient and strong emergency preparedness infrastructure to detect quickly and control the spread of diseases. Given the strong links between healthy lives and healthy economies, Africa CDC, WHO

AFRO and WHO EMRO launched a partnership to strengthen the continent's emergency preparedness and response (EPR) systems. Both organizations have jointly developed a Joint EPR Action Plan (JEAP) to guide the partnership. At its inception, the JEAP prioritized five technical collaboration areas that will reduce sickness and deaths linked to outbreaks and ultimately seek to fuel economic growth, improve learning outcomes among children and enable progress toward the Sustainable Development Goals (SDGs) and the Africa Union Agenda 2063.

To ensure the successful implementation of the Africa CDC and WHO AFRO/EMRO joint action plan (JEAP), Africa CDC plans to recruit one **Senior Project Officer for the Monitoring, Evaluation, Accountability and Learning (MEAL)** of the initiative.

Post:

Job Title: Senior Project Officer - JEAP (Monitoring Evaluation and Learning)

Grade: AU/P3/1 equivalency

Number of posts: 1 (one)

Department: Africa CDC Headquarters

Division: Planning, Reporting and Accountability

Duty Station: Addis Ababa, Ethiopia

Job purpose:

Under the supervision of the Head of Head of Division of Planning Reporting and Accountability (PR&A) and in close collaboration with Senior Adviser and JEAP Focal Point, the **Senior Project Officer – MEAL** shall set up an effective MEAL system and deliver high-quality products that enhance the quality of decision-making and overall performance and impact of the JEAP initiative. The MEAL officer will collaborate closely and seek technical guidance from the Africa CDC's MEAL Team Leader. The officer will also develop appropriate methodologies and tools to monitor processes, design evaluations, and build and oversee a robust EPR staff accountability framework and learning program.

Main Duties and Responsibilities:

1. Establishment and adaptation of the MEAL system for JEAP

- Develop, implement, and assess MEAL frameworks for JEAP in alignment with the established MEAL systems through the Africa CDC division of Planning, Reporting and Accountability.
- Develop and monitor a JEAP management plan to systematically document performance to improve accountability.
- Support the development of JEAP grant proposals, especially in integrating the MEAL requirements.
- Align MEAL approaches with WHO AFRO and EMRO to advance the results of the JEAP.
- Lead initiatives aiming to strengthen MEAL in the context of the JEAP.

2. Operationalization of the MEAL system for the JEAP at all levels

- Oversee JEAP planning, monitoring and reporting, ensuring results-based formulations and preparing the JEAP annual monitoring.
- Facilitate the design of JEAP mid-term review and evaluations in alignment to the frameworks and structures of the Africa CDC division of Planning, Reporting and Accountability
- Oversee the implementation of independent evaluations, and or support from external firms in generating MEAL products or delivering activities.
- Develop and maintain existing indicator tracking tools and develop additional databases and tracking tools as needed to demonstrate the effectiveness or ineffectiveness of project interventions.
- Analyse data for accuracy, flag validation or quality issues, and contribute to system fixes.
- Aggregate and analyse data from across JEAP technical working groups to contribute to management decision-making and reporting.
- Generate monthly indicator reports for tracking JEAP progress against key indicators as needed.
- Manage the development of the JEAP quarterly reports and ensure their timely submission.
- Conduct MEAL joint field visits with JEAP partners for data validation and to monitor the quality and completeness of data sets; coordinate data collection to monitor program development and ensure timely compilation and reporting of data; capture and document lessons learned, and champion the scaling-up of best practices.
- Lead the JEAP learning agenda and building of a community of practice & knowledge networks for continuing learning and capacity building on emergency preparedness and response.
- In accordance with the JEAP accountability framework, oversee the development and monitoring of the JEAP accountability framework for the achievement of the set objectives and expected results at technical working groups, JEAP secretariat, Member States and other stakeholders' expectations.
- Perform other related duties, as assigned by the supervisor.



Education Qualifications:

Master's in public health, epidemiology, economics, business administration, monitoring and evaluation or related field with seven (7) years of proven experience in designing and implementing MEAL strategies, methodologies, and tools at the national and international levels, including experience in public health development and/or emergency management.

Or

Bachelors Degree in Public Health, epidemiology, economics, business administration, monitoring and evaluation or any other related field ten (10) years of proven experience in designing and implementing MEAL strategies, methodologies, and tools at the national and international levels, including experience in public health development and/or emergency management.

Being a certified Project Management Professional (PMP) is an added advantage.

Experience

- Experience managing and implementing MEAL for large-scale public health projects at national or international levels.
- Experience capacity-building in the areas of MEAL.
- Proven experience in MEAL strategy development, including writing and editing a wide range of strategy MEAL products for various audiences.
- Proven experience with change management
- Relevant experience working with developing countries

Required skills and Competencies:

Functional Skills

- Demonstrable technical expertise and experience in supporting and/or managing complex, public health programmes,
- Skills in programme monitoring and evaluation is an asset.
- Demonstrable skills to conceptualize, plan, develop, implement, and evaluate resource management support requirements.
- Excellent organizational and time-management skills and a proven ability to deliver under tight deadlines and works well under pressure.
- Excellent skills and abilities applied to translating technical information into presentations, briefings and report for both technical and lay audiences
- Knowledge of oral communication techniques and skill in presentation delivery, programme consultation and credible verbal response to inquiries.
- Knowledge of interpersonal relationship practices and skills to meet and deal with persons of diverse backgrounds.
- Demonstrable proficiency in MS Word, MS Excel, Power Point, data visualization and statistical packages as well as data analysis skills are mandatory.



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Personal Abilities

- Ability to work under pressure, stay on track and meet deadlines.
- Analytical and problem-solving abilities.
- Proven ability to produce precise and intelligible reports and office briefs in line with the requirements of the Africa CDC.
- Able to operate in a multicultural environment
- High level of autonomy at work, yet with profound team-spirit
- Adaptive, patient, resourceful, resilient and flexible
- Pro-active and solutions oriented
- Knowledge of results-based management

Language requirement:

Proficiency in one of the African Union working languages (Arabic, English, French, Portuguese, Spanish and Swahili) is required. Knowledge of one or several other working languages would be an added advantage.

Tenure of appointment:

The appointment will be made on a fixed term, of twelve (12) months.

Gender Mainstreaming:

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

Remuneration:

Indicative basic salary of US\$ 37,453.00 (**P3 Step1**) per annum plus other related entitlements e.g. Post adjustment (46% of basic salary), a Housing allowance of US\$ 22,932.00 (per annum), and 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), for internationally recruited staff and a maximum of \$3,300 per child per annum for locally 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) Friday September 13, 2024

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