

**Monitoring and Evaluation Coordinator**

Based in **Namibia**

Reports to the **Chief of Party**

**Who we are**

**The Society for Family Health (SFH)** is a local non-governmental organization that implements public health programs in collaboration with the Ministry of Health and Social Services, other Ministries and partners. SFH has 9 regional offices and work in the areas of HIV/AIDS prevention care and treatment, Community-based Malaria prevention, school health promotion, adolescent girls and young women’s sexual and reproductive health.

**Join us!**

We are looking for a **Monitoring and Evaluation Coordinator** for an anticipated 5-year USAID-funded HIV Scaling up Access for Expanded Voluntary Medical Male Circumcisions Services (SAFE) Activity in Namibia. This position is based in Windhoek, Namibia, and is contingent on award.

Sound like you? Read on.

**Your contribution**

**Main Responsibilities**

* Drive internal and external program-specific data-to-action planning and implementation.
* Strengthen the Monitoring and Evaluation capacity of sub partners.
* Lead internal and external capacity building for analysis and visualization of real-time program data.
* Lead core Evidence systems innovations, linking evidence, Information Systems and programs teams for successful implementation on the ground.
* Work hand-in-hand with MOHSS at all levels to facilitate partners through district-level capture, analysis and interpretation of data for joint decision making;
* Lead and strengthen organization and program-wide capacity for documentation and dissemination, including report writing, success stories, learning briefs, abstracts, and peer-reviewed publications.
* Co-lead programmatic work planning according to the approved program Monitoring and Evaluation plan and ensure up-to-date EMMP.
* Oversee high quality narrative reporting which captures the story behind the implementation data.
* Represent the program locally and internationally within critical MEL technical working groups and fora.

**What are we looking for?**

**The basics – You Have**

* Bachelor’s degree in public health/epidemiology and statistics or related field
* At least three (3) years of experience in monitoring and evaluation of HIV/AIDS programs.
* Outstanding demonstrated written and verbal communications skills and a passion for capacity building, documentation and dissemination.
* Experience in using research and monitoring information for decision making and program adaptations.
* Demonstrated experience in developing and managing data collection systems and ability to develop and implement quality assurance approaches.
* Current work authorization in Namibia preferred

**The closing date: 17 May 2019**

**Candidates should forward detailed CV with cover letter to:**

**Human Resources Department**

**Email:** [**recruitment@sfh.org.na**](mailto:recruitment@sfh.org.na) **(electronic applications should have the job title being applied for as the subject)**

**13 Reger Street- Southern Industrial Area**

**Tel: 061 440 600**

**P.O. Box 22870, Windhoek**

**ONLY SHORTLISTED CANDIDATES WILL BE CONTACTED**