



## CALL FOR APPLICATIONS FOR THE POSITION OF MONITORING-EVALUATION ASSISTANT (M/F) BASED IN MAROUA

### Background and rationale:

PSI (Population Services International) and its local affiliates manage malaria control programs in 32 countries and are world leaders in malaria control implementation with 42 million treated mosquito nets distributed and about 19 million quality ACTs delivered for confirmed malaria cases in 2016. PSI also provides supports to national Ministries of Health in order to scale up malaria diagnosis, especially in the private sector, and to improve tracking of malaria patients through health surveillance and information systems, notably the DHIS2 (District Health Information System).

The Cameroon Association for Social Marketing (ACMS), affiliated to PSI, is seeking to recruit a Monitoring-Evaluation Assistant in view of strengthening the monitoring of PMI Impact-Malaria Project activities in the Far-North region of Cameroon.

The selected candidate will, among other things, be responsible for facilitating the management of project data and advancing malaria care delivery services in the Far North region.

**Duty station:** Maroua

**Type of contract:** Fixed-term contract

**Date of assumption of duty:** January 2020

**Position level:** 10<sup>th</sup> category, level F of tertiary sector II of the National Collective Agreement on Trade

**Type of position:** Intermediate

**Job status:** Local Position

### Job Description:

Under the supervision of the M&E Advisor of the Impact Malaria Project, the selected candidate will have the following main responsibilities:

- Manage of all project M&E components, including supervision, preparation of the project monitoring and evaluation plan, annual work plans, quarterly reports, semi-annual and annual reports;
- Design and implement innovative M&E tools to measure project impact, in line with Project strategic objectives and performance indicators;
- Produce project data quality assessment and reporting, in accordance with donors and PSI rules and regulations on indicators, results and impact;
- Carry out routine data interpretation and promote regular use of data for program enhancement;
- Devise data quality assurance and data validation mechanisms;
- Coordinate data entry and processing, and prepare a data analysis plan in accordance with reporting requirements;

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Agence du Nord-Ouest  
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Agence du Nord  
BP 858 GAROUA  
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Sous-bureau de l'Adamaoua  
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Sous-bureau de  
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Agreeé par le  
Ministère de la Santé Publique  
NIU : M08900013745A

- Design, implement and monitor M&E activities; develop a plan for M&E and effective use of data for the management and surveillance of malaria cases at different levels of the health system;
- Overseeing the design and implementation of project operational research needs in the country;
- Ensuring the application of global best practices in the generation and use of routine data for this project;
- Perform or assume other duties assigned by his/her Supervisor.

#### **Qualifications and professional experience required:**

- A University diploma: Minimum: Bacc (A-Level) + 3 in Monitoring and Evaluation, Epidemiology, Statistics, or other equivalent disciplines;
- At least four (4) years of experience in research, monitoring and evaluation of malaria interventions or other public health programs;
- Experience in using DHIS2;
- Experience in coordinating, conducting or facilitating trainings on data collection/M&E tools;
- Ability to interact with a wide range of actors, as well as governmental and non-governmental institutions in all sectors;
- At least three years of living or working experience in a developing country;
- Demonstrate high leadership, communication and interpersonal skills;
- Proven work experience with the government of the host country;
- Fluency in English and French.
- References will be required.

#### **Additional Skills**

- Excellent synthesis, precision and conciseness ability;
- Ability to review and prepare Project reports;
- Used to working under pressure;
- Strong ability to take initiatives;
- Good physical and moral aptitude;
- Good team spirit;
- Ease in building relationships;
- Proficiency in English: this is an asset.

#### **Experience required in place of the Certificate**

- Have **Fifteen (15) years** of relevant Professional experience in the field of research or Project Monitoring and Evaluation.

**Application file:**

- 1) A motivation letter;
- 2) A detailed curriculum vitae (CV) following the form available for this purpose on the website: <http://www.acms-cm.org>;
- 3) Photocopies of required certificates; There will be verification of certificates for the selected candidate.
- 4) Photocopies of **documents justifying the candidate's experience** (Attestations of internship and employment, work certificate or any other relating document).

**Submission of files:**

Complete files should be sent to the following address: [CM\\_recrutement@acms-cm.org](mailto:CM_recrutement@acms-cm.org)

**NB: Candidates under current contract with the Cameroonian public service are not eligible.**

**STATUS**

- o Exempt

*PSI is an Equal Opportunity Employer and encourages applications from qualified individuals regardless of actual or perceived race, religion, color, sex, age, national origin, disability, sexual orientation, marital status, personal appearance, matriculation, political affiliation, family status or responsibilities, gender identity or expression, pregnancy, childbirth, related medical conditions or breastfeeding, genetic information, amnesty, veteran, special disabled veteran or uniform service member status or employment status.*

Female and male candidates are strongly encouraged to apply and only shortlisted candidates will be contacted.

ACMS reserves the right to recruit at a lower level or on the basis of a modified job profile.

Yaounde, 4 November 2020

**The Acting Executive Director**



**Annie Michèle MABALLY**