



**REPUBLIC OF LIBERIA
MINISTRY OF HEALTH
P. O. BOX 10-9009
1000 MONROVIA, 10 LIBERIA
WEST AFRICA**

TERMS OF REFERENCE

Position Title: System Strengthening Officer for M&E
Supervisor: Systems Strengthening Coordinator
Department/Unit: Project Management Unit, Health Partnership Activity, Department of Health Services, Ministry of Health Central Office Directly
Position Duration: One year (Renewable) **SALARY:** Attractive
Report to: Coordinator for System Strengthening

Organizational Background

The United States Agency for International Development, as a way of further strengthening its support to the health care delivery system, using government systems channels funds directly to the Ministry of Health through a Fixed Amount Reimbursement Agreement (FARA) scheme. The FARA has supported the MOH over a period of 10 years. Through its support, data quality has significantly improved in the eight counties supported by USAID. There is a need to hire an assistant systems strengthening officer to meet the rising demands for technical support to the 8 counties and the central MOH.

Purpose and Goal of the assignment

Provide technical health systems strengthening support to the Ministry of Health through the Health Partnership Activity for Improved Health Outcomes, within the framework of the Fixed Amount Reimbursable Agreement (FARA). The aim of the support is to enhance the quality of evidence-based data for critical decision making in the delivery of health services and overall management of the health system in eight counties supported by USAID through the Government to Government Agreement signed by USAID and the Government of Liberia.

Brief Summary of the Position

The Systems Strengthening Officer will work under the direction of the Systems Strengthening Coordinator to support the implementation of the Monitoring and Evaluation Plan developed by the Health Partnership Activity for improved health outcomes' leading towards improved data quality and effective decision making using evidence based data.

The officer will:

- Participate in G2G Health partnership orientation activities
- Monitor entries into the DHIS2 and provide feedback on data issues observed to County Health Teams
- Regularly download, analyze and review data for consistency and advise the PMU team and counties
- Support the FARA Program Management Unit (PMU) reporting process
- Represent and/or participate in any HPA meeting with partners,

- Participate in trainings/workshops if any and approved by the FARA manager
- Develop a Monitoring Tracker to track G2G supported to 8 counties on quarterly performance on the various G2G milestones
- Follow-up with counties M&E Officers to submit their M&E plan that was developed during the health partnership planning in Ganta, Nimba county
- Setting up Google meet for health partnership meetings based on request
- Provide bimonthly updates to the PMU for decision making

Reporting to the Coordinator for System Strengthening, the officer provides technical backstopping support on data quality improvement on 15 indicators reported on by the MOH for reimbursement by USAID, within the framework of the Agreement. The Officer will ensure that all M&E standards and targets are met by the counties by employing strategies of coaching, mentoring and evaluation of their work.

Under the supervision of the Coordinator for Systems Strengthening and working in collaboration with the County Health Services Division, He/She is responsible to guide M&E officers on Data Quality control and regularly update the performance profile of each county.

Scope of Work

- Data for Health Partnership reimbursement tracker for processing as per schedule.
- All other relevant tasks assigned by the FARA PMU

Qualifications and experience:

- A minimum of a Bachelor Degree in Public Health or related discipline from a recognizable University
- Minimum 2 years of relevant experience in Systems Strengthening Initiatives and or M&E at national and county levels.
- Significant previous background in USAID related projects. Evidence of data base management, data analysis skills and report writing
- Proven ability on use of DHIS 2 and Performance Based Financing
- Computer literate (MS office is a highly desirable prerequisite).
- High moral integrity with proven ability to work and act under pressure.

Application Procedures: To apply: Candidates interested in this position shall submit their resume and cover letter to: mgdavis1966@gmail.com and cc: gtokpabrown@gmail.com Please state the title of job you are applying for in the subject line of your email.

Hardcopies of applications can be addressed and dropped at:

Program Coordinator
FARA/Health Partnership Activity
Ministry of Health
Room #104

Deadline for Application: March 8, 2024 now later than 4:00 pm/1600 hours. A multi-disciplinary selection committee shall convene immediately upon the closure of the application window to review submissions. It should be noted that only shortlisted candidates shall be contacted for further interviews. The successful applicant shall be notified through a written notification letter.