Job Profile

Senior Monitoring and Evaluation (M&E) and Management Adviser (N1)
Health Thematic Programme-Support for Universal Health Care 2017-2020
Kenya

Reference number: DK-03944-2017/KEN.03-W

1. Preliminary

1.1. Short background:
The Government of Denmark and Kenya in 2015 signed a development agreement for the implementation of the Kenya Country Programme. This is a 5-year programme that will be implemented through various national and county government’s line ministries and a few select civil society organisations. Each of the implementing organisations have signed development engagement documents and bilateral agreements with the Government of Denmark through the Danish Embassy in Nairobi.

One of the three Thematic Programmes (TPs) under the KCP is the Thematic Programme (TP) on Health. The TP Health consists of three development engagements where the largest is Support to Universal Health Care (UHC) in the devolved system Development.

The Danida programme on Support to Universal Health Care supports the 47 counties and is managed jointly with the World Bank project Transforming Health Systems for Universal Care by a national Programme Management Team (PMT) consisting of staff from the Ministry of Health and the Council of Governors Secretariat. The PMT will be supported by Danida with two long-term advisers; one in financial management and one in monitoring & evaluation (M&E) and management.

1.2. Purpose of memo:
This memo describes the main tasks involved in the position and the qualifications requested from candidates to the job.

1.3. Expected composition of the selection committee:
Applicants for the position will be selected for interview by the Danish Embassy following consultation with the local authorities, who will also be represented at the job interview. Mercuri Urval will participate in the process of appointment by conducting personality tests and test interviews with the selected candidates, as well as taking part in the final interview. The final interview panel consists of Deputy Head of Mission and the responsible Programme Manager at the Embassy, representatives from the joint Ministry of Health (MoH)/ Council of Governors (CoG) Project Management Team (PMT) and the consultant from Mercuri Urval A/S in charge of the recruitment process.

2. The Programme

2.1. The programme in short:
The long-term goal of the Thematic Programme on Health and the development engagement on Universal Health Care support is to contribute to improving the provision of, and access to, quality health care and Reproductive, Maternal, New-born, Child and Adolescent Health services in Kenya, in particular through county health services. The Danida Universal Health Care support aims at achieving this by giving counties conditional grants for the operational
funding of primary health facilities, allowing them to deliver health services. In addition, there will be financial support available to support the implementation of the county grants and strengthening Kenya’s national and county health systems.

The current programme builds on experiences from previous Danida support to the health sector. Danida piloted in the 00’s an innovative scheme in Coast Province in Kenya, whereby primary health facilities received a small grant to fund electricity, water, minor repairs, casual workers etc. to keep the facility running. The scheme was successful and later on adopted by the Government of Kenya and rolled out country-wide in 2010 with Danida and World Bank being the main funders of the central fund known as Health Sector Services Fund (HSSF).

The HSSF specifically aimed at increasing resources at peripheral health facilities to provide adequate services, and encouraging community involvement in the identification of health priorities. An evaluation of the HSSF found that it had achieved a strong and positive impact on health facilities; had led to improvements in the reported quality of care, staff motivation and patient satisfaction; and actively involved the communities in the running of the health facilities, which strengthened accountability.

Following devolution in Kenya the Health Sector Services Fund (HSSF) was finally closed and Danida continued the support from 2014 by engaging directly with the 47 counties and the National Treasury, channelling funds through the national systems using the national Integrated Financial Management Information System (IFMIS).

Denmark’s support will make full use of country systems delivering ‘on-budget’ support to counties and Ministry of Health. The modality will make use of the national framework for so called ‘conditional grants’ to the counties. Disbursement will be through the Government system to National Treasury for onward disbursement through the national financial management system to the 47 counties for support for operational costs for public health facilities.

The support will be managed by an appointed programme/project management team in MoH and at CoG that likewise will manage the World Bank support to universal health care in Kenya. Monitoring, financial management and capacity building will be undertaken jointly supported by two long-term Danida Advisors. Improved public health service delivery will be supported through transferring additional funds to support operational and maintenance expenditure at primary health care facility level in order to improve access to services. Grants are given at county level according to specified criteria and are allocated at country discretion, based on needs, to primary health care facilities.

In addition to the county grants, the support includes a budget for facilitation of implementation and health systems strengthening activities at national and county level.

2.2. Requirements and expectations from the relevant parties:

The Senior Adviser will provide support to the joint Ministry of Health (MoH)/Council of Governors (CoG) Project Management Team (PMT) responsible for implementing the Danida and World Bank Health Programme and will be an integral part of the country's regular M&E of the health sector.

The Adviser will support the implementation of the Danida health support to counties and institutional support to MoH/CoG in the areas of monitoring & evaluation, program implementation, best practices and, drawing and sharing lessons to inform policy formulation at national and county level and support replication to all the 47 counties in Kenya. The adviser will likewise advise the Danish Embassy in health sector related matters.
3. **The Position**

3.1. **Title:** Senior M&E and Management Adviser (N1).

3.2. **Place of service:** The post will be based at the joint Ministry of Health (MoH)/Council of Governors (CoG) Project Management Team (PMT) located in Nairobi with expected travels to the counties.

3.3. **Terms of Employment:**
   Contract period: Approximately 2.5 years. Attractive remuneration package reflecting family status. Contribution to a pension scheme, health insurance and reimbursement of school fees. The Embassy will supply unfurnished housing free of rental charge. Free removal of household goods.

3.4. **Special conditions of the function:**
   Willingness to travel to far and remote areas of Kenya. Any successful candidate would have to undergo relevant training in working in hostile environments, i.e. a HEAT (Hostile Environment Awareness Training) course or similar, provided that the applicant has not already completed such training.

3.5. **Area of responsibility/tasks:**
   The Senior M&E and Management Adviser will work closely with the joint MoH/CoG Project Management Team.

   The Scope of Work will include, but not be limited to:
   - Assist and advise in the development of the Kenyan Health sector M&E and reporting system.
   - Assist with developing and implementing an M&E system for the programme, including dissemination of M&E guidelines.
   - Assist in creating, managing and maintaining a data repository of the programme and programme related information and data from implementing entities to support decision-making.
   - Assist with consolidating reports on performance tracking of programme implementation and follow up with implementing entities to secure completeness, timeliness and validity of the reporting.
   - Participate in planning and conduct of DQA missions by the MoH M&E unit.
   - In collaboration with MoH M&E unit and PMT coordinate cross-county verification.
   - Participate in planning and conduction of quarterly PMT support supervision and bi-annual implementation missions.
   - Assist in the coordination of development of minimum data sets and data requirements, including reporting tools and templates.
   - Support the PMT Project Manager in programme implementation and reporting.
   - Assist with the preparation and dissemination of quarterly and annual performance review and DQA reports.
   - Provide training in M&E.
   - Advise on innovative approaches and application of global best practices on health sector monitoring, evaluation and management functions.
   - Advise the Danish Embassy on health sector related matters.
   - Other programme related duties as may be assigned by the Project Manager (PM).
3.6. Success criteria:

The services rendered by the Senior M&E and Management Advisor should support the joint PMT towards programme implementation and the realisation of the programme’s outputs.

Success criteria includes:
- A robust and effective programme M&E system
- Strengthened health sector M&E system and reporting, including periodic Monitoring and Evaluation and enhancing sharing of data and use of information for decision-making.
- Regular and effective PMT programme support and implementation missions
- Improved and timely Performance Review
- Improved Data Quality
- Enhanced capacity of the Kenyan health sector, including counties, to document results

4. Requirements profile/qualifications

Key competences

Requirements and expectations concerning the candidates’ formal qualifications:

Master’s Degree in a relevant discipline (health planning, economics, public health, etc.).

A minimum of 10 years development cooperation experience, with experience in:
- Strategic advisory roles to national development programmes of similar nature, size and scope within the health sector.
- Management of national programmes of similar nature, size and scope.
- Thorough experience with and knowledge of outcome/impact monitoring and evaluating of national programmes. Experience with results-based financing will be an advantage.
- Working with national and local government, public sector operations and capacity development.
- Working in decentralised systems of Government.
- Experience working within the region will be an advantage.
- Experience in Kenya and knowledge of the devolved Kenyan health sector will be an added advantage.
- Fluent in English (both verbal and written).
- Good knowledge of ICT systems and thorough knowledge of MS-Office applications and Internet applications.

Requirements and expectations concerning the personal qualifications of the candidates:
- Very good interpersonal skills, team player and communication skills
- Hard working and committed
- Patient, persistent and dynamic
- Apt to work with changes
- Self-dependent and motivated by own drive, decisive
- Versatile to travel in remote areas
- Able to offer leadership and empower teams.
- Can work in a multi-cultural team
5. **Recruitment Procedures**

5.1 How do you apply:
Information about the mandatory application procedure can be found at: [www.danidajob.um.dk](http://www.danidajob.um.dk). Reference number DK-03944-2017/KEN.03-W should be stated in the application.

5.2 Deadline for applications: 1 November 2017 at 12 noon (CEST).

5.3 Preliminary interviews and personal evaluation: 27-28 November 2017. Mercuri Urval will conduct a personal evaluation of selected candidates.

5.4 Language test: The Ministry of Foreign Affairs has decided that all candidates called in for interview - except for those to whom the relevant language is mother tongue - shall be language tested in Denmark in the working languages of the duty station (i.e. English).

5.5 Presentation to the appointments committee: 30 November 2017.

5.6 Decision: A decision is expected 30 November 2017 or shortly thereafter.

5.7 Expected commencement: 1 January 2018