



Partnerships for a healthy Africa

VACANCY ANNOUNCEMENT

ACHAP is a Public-Private Community Development Partnership established in 2000 to enhance and support Botswana's HIV & AIDS response. Using a comprehensive approach, ACHAP has successfully supported HIV prevention, care and treatment in Botswana with remarkable results. Key to the success of ACHAP support has been the focus on results, the ability to develop and manage partnerships with government, civil society, other development partners and the private sector. ACHAP's main strengths include flexibility and innovation in programme design and implementation, evidence based programming, and commitment to culturally relevant approaches.

ACHAP is now an independent non-profit making entity with a broader health mandate, wider geographical focus continuing to build on and leverage on her core competencies in the field of HIV/AIDS and related health conditions. ACHAP hence, seeks to recruit a suitably qualified and highly motivated individuals with strong commitment to HIV/AIDS and TB project implementation to the position of;

SENIOR MONITORING AND EVALUATION OFFICER

JOB PURPOSE:

To provide ACHAP with monitoring, research, evaluation and documentation technical support, with a primary focus on the HIV/AIDS Prevention and Care, including HIV Testing and Counselling and Youth or Key Populations prevention programmes and care, Safe Male Circumcision program, TB/HIV integration and other areas of congruence within ACHAP, its sub-recipients and partners.

ROLES AND RESPONSIBILITIES

- Implements/customizes/maintains ACHAP projects M&E Frameworks and plan in order to track progress towards meeting set objectives and targets;
- Works with other implementing partners to continuously review/customize/update/maintain monitoring and evaluation tools for use by implementing partners in data collection and reporting;
- Provides technical support on ongoing M&E data collection, analysis and reporting according to programme M&E plan;
- Provides mentoring support to junior M&E officers, field data generators and implementing partners.
- Provides accurate and timely reports to ACHAP management, as per indicator reporting schedule.
- Designs and conducts programme evaluations in line with each programme/project evaluation agenda;
- Develops and updates the M&E data base for storage and management of the key programme;
- Participates in research studies or secondary analysis of nationally representative survey data sets to assess the impact of projects and activities within the focus areas;
- Performs any other duties as directed by the supervisor

KNOWLEDGE AND EXPERIENCE

- At least a minimum of 5 years experience in Monitoring, Evaluation and Research of HIV and AIDS programmes and development of functional monitoring and

evaluations systems;

- Quantitative and qualitative research techniques;
- Operations research experience is an added advantage.

QUALIFICATIONS

- Degree in Epidemiology, Public Health, Sociology, Monitoring and Evaluation or equivalent. Master's degree will be an added advantage;
- At least a minimum of 5 years experience in Monitoring, Evaluation and Research of HIV and AIDS programmes and development of functional monitoring and evaluations systems;
- Professional training in M&E is an added advantage.

COMPETENCIES

- Computer literacy
- Knowledge of at least two computer based statistical packages such as SPSS, ACCESS, MS. Excel, State etc;
- Data Management and report writing skills;
- Ability to analyse, interpret, link and understand statistical information.

LENGTH OF CONTRACT

The length of contract is two years.

RENUMERATION

ACHAP offers an attractive salary that is commensurate with qualifications and experience.

Application letter and CV should be addressed to the attention of: The Human Resources & Administration Manager, Private Bag X033, Gaborone, Botswana. Applicants are encouraged to submit their applications electronically to: recruitment@achap.org alternatively, they can be hand delivered to ACHAP Head Office at Block 5, Plot 64511, Unit 1, Fairgrounds, Gaborone Botswana

Closing date for applications: 28th September 2017