



## **M&E CONSULTANT REQUIRED in KENYA by AKROS (akros.com)**

### **Background**

Since 2020, Akros has collaborated with Kenyan Ministry of Health, Division of Vector Borne and Neglected Tropical Diseases (DVB-NTD), to introduce new digital microplanning tools and processes for routine deworming programs in Kenya, in line with the government's Breaking Transmission Strategy (2019). To date, the new microplanning tools have been used in 4 counties, and 152 wards, to collect, consolidate, and apply data that allows implementers to improve the reach of NTD mass drug administration campaigns (MDAs) through a better understanding of the size and distribution of their target population and its burden of disease, and to quantify and allocate the material and human resources required for effective campaign implementation.

### **Consultancy overview:**

Akros is recruiting a consultant to work closely with the DVB-NTD, implementing partners, and the Vihiga County Health Department, and subcounty and ward teams, to implement digital health tools during the upcoming soil-transmitted helminths/schistosomiasis Mass Drug Administration campaign in Vihiga County in December 2022. **Best candidates will be ready to jump in with a "hands on" leadership approach and quick learning.**

The consultant will coordinate closely with national and subnational stakeholders to ensure that Akros' activities are adequately implemented, monitored and evaluated within the project scope. The consultant will maintain a strong understanding of all moving pieces within the project, managing and tracking tasks against timelines. There is an element of logistics support required (communication with local venues; participant sign-in sheets).

During the campaign week, the consultant will actively provide troubleshooting and problem resolution support to users of the Reveal mobile application. The consultant will monitor the cleanliness and timeliness of data flowing into the Reveal web dashboard every day and will support the data quality assessment (DQA) activities led by the subcounty teams. The consultant will work closely with subcounty teams to review the data and document how the data is used to make timely decisions.

The consultant will capture field perspectives and experiences for Reveal package improvement and future iteration. This includes conducting a few focus group discussions and/or key informant interviews immediately following the campaign; and issuing a web survey to all Reveal users.

In January and February 2023, the consultant will represent Akros at relevant in-person government and stakeholder meetings, facilitate a review meeting of the Reveal standard operating procedures, and coordinate the planning of a dissemination activity in Nairobi.

**Responsibilities:** See attached table

**Deliverables:** See attached table.

## Qualifications

The appropriate candidate will possess:

- Bachelor's Degree or higher in a relevant field, with at least 5 years of strong public health experience.
- Strong grasp of Monitoring and Evaluation (M&E) and health informatics skills, including experience with mentorship of end users in the following skills: Use of digital health data collection tools; use of dashboards to monitor data quality; identifying and resolving system bugs; troubleshooting end user challenges with data systems (help desk support); etc.
- Demonstrated project management skills and experience (stakeholder collaboration; planning; implementation; reporting; etc.)
- Demonstrated experience with analyzing quantitative health data.
- Qualitative data collection experience (FGD facilitation)
- Technical, field-based implementation experience; experience with public health campaigns considered a plus.
- Previous experience with project and organizational representation to Ministry of Health officers at national and county/subcounty levels.
- Ability to learn new topics and settings quickly and turn that learning around to create solutions to problems
- Excellent writing capability in English
- Demonstrated ability to operate with minimal instruction in a fast-paced environment
- Demonstrated ability to productively communicate with remote teams
- Must be a Kenyan national/resident (with full ability to legally work in Kenya), who resides in Kenya for the duration of the assignment

Useful skills will also include

- o Information system design would be a bonus

### **Term, Location and Payment**

This consultant position will be approximately 40 days for an estimated period of 3 months.

End date 28 February 2023.

Rate dependent on past experience.

Location – Kenya (Nairobi preferred), with frequent travel to Vihiga County in December 2022.

To apply, please forward a current CV, Biodata form, contacts for three current references, and a cover letter to: [careers@akros.com](mailto:careers@akros.com)

The email subject line should read: KENYA M&E CONSULTANT

Interviews will be conducted on a rolling basis.

## Consultant Responsibilities & Deliverables

|   |   | Time required  | Location                           | Deliverables   |
|---|---|--|------------------------------------|--|
| 1 | Participate in the Reveal training in Vihiga County to learn about the upcoming activities, the Reveal tools, and to meet all stakeholders.   | 7 days:<br><br>Workshop November 28 – 3 December<br>+ 2 travel days  | Vihiga County                      | <i>(participation)</i>   |
| 2 | MDA preparation follow up actions: <ol style="list-style-type: none"> <li>1. Submission of revised microplans for 152 wards in 4 counties of Western Kenya. Participant lists.</li> <li>2. Collect CDD Supervisor lists for Reveal assignment</li> <li>3. Attend any stakeholder planning meetings as required.</li> <li>4. Support plan creation in Reveal.</li> <li>5. Test new Reveal APKs and dashboards with Akros team.</li> </ol>  | Exact time TBD.<br>Between December 1 – 13.<br>Approximately 8 days. | <i>(home/no specific location)</i> | Excel files submitted for each ward.<br><br>Final list of all CDD Supervisors with contacts by health facility/ward.   |
| 3 | Support Akros activities during the Mass Drug Administration Campaign in Vihiga County: <ul style="list-style-type: none"> <li>• Communicate updated app version.</li> <li>• Support users of Reveal mobile application</li> <li>• Monitor use of Reveal dashboard</li> <li>• Communicate troubleshooting needs to dev. team</li> <li>• Ensure queries are resolved timely</li> <li>• Document process</li> <li>• Collect M&amp;E data against required indicators</li> <li>• Take daily dashboard screenshots for use in future training manuals/guides</li> </ul> | 7 days<br><br>5 days for MDA Dec. 15 – 19<br>+ 2 travel days         | Vihiga County                      | MDA week campaign report (Word) (template to be provided)<br><br>M&E report (Excel) (indicators and reporting guidance to be provided)<br><br>Participant sign-in sheets |
| 4 | Monitor DQA meetings in 5 subcounties.<br>Collect phone devices.  | 2 days:  | Vihiga County                      | DQA report (Word) (template to be provided)  |

|  |   |   |   |  |
|--|---|---|---|--|
|  |   | DQA is on December 20 (DQA) – includes phones collection<br><br>+ 1 day for DQA report<br>Due by 24 December  |   | Participant sign-in sheets.<br>Phone collection paperwork.   |
|  | Organize and conduct focus groups in Vihiga County, using the FGD template and instructions provided by Akros.  | 3 days:<br>1 day for FGD (Dec 20 or 21)<br>+ 2 days for report<br><br>Due by 31 December  | Vihiga County                               | Written focus group discussion notes and voice recording.<br><br>Participant sign-in sheets  |
|  | <u>Representation, management, and coordination:</u><br>The consultant will represent Akros at selected meetings in Kenya with government and implementing partners. This includes active participation in relevant technical working group and program meetings, with a strong emphasis on collaborative planning and integration of activities. The consultant may be asked to deliver professional presentations on behalf of Akros at in-person meetings. | TBD.<br>Estimated 7 days total spread across January & February.<br><br>Consultant and Akros will communicate about relevant upcoming meeting dates of the government and partners. | Nairobi<br><br><i>(potentially Western)</i> | Weekly check-in calls with Akros.<br><br>For meetings:<br>(Unofficial) meeting minutes that summarize the discussion, key decisions resolved at the meeting, relevance for Akros, actions for Akros, and next steps. |
|  | Support planning and facilitate discussions for a review meeting for Reveal standard operating procedures   | TBD.<br>Estimated 3 days total in January.  | Nairobi                                     | Reveal SOPs with markups of suggested changes.<br>Participant sign-in sheets.  |
|  | Support planning for end of project dissemination meeting (invitations, venues, materials printing, etc.)   | TBD.<br>Estimated 3 days total in February.   | Nairobi                                     | Final logistics plan for meeting.  |