



## Job Description

**Job Title:** SARMAAN Project officer  
**Reports To:** SARMAAN Programme Coordinator  
**Directorate:** Operations, Performance & Finance  
**Location:** Country Office, Kaduna  
**Direct Reports:** N/A

### Project overview

The Safety and antimicrobial resistance of mass administration of azithromycin in children 1 – 11 months in Nigeria (SARMAAN) project aims to explore the feasibility of delivering mass distribution of Azithromycin for child survival. Following extensive planning and discussions with the FMoH, Bill and Melinda Gates Foundation, Sightsavers and the Nigerian Institute of Medical Research, the project is ready to commence in Nigeria across four intervention platforms below over a 24-month period:

1. The trachoma platform (NTD (Neglected Tropical Diseases)) will be used in all LGAs (Local Government Areas) in Jigawa and Kebbi states:
2. The Seasonal malaria chemoprophylaxis (SMC) platform in Kura local government area of Kano State.
3. The National Programme on Immunization (NPI) platform in one LGA each of Abia and Akwa Ibom states.
4. The Polio Elimination Initiative Platform (PEI) will be used in Wamako LGA of Sokoto state.

The key programmatic deliverables of the project are:

- Management of aspects of the project cycle management with the partners (FMoH and all SMOH) to ensure effective planning, implementation, monitoring and evaluation, financial/asset management, data management, reporting and documentation is delivered for the SARMAAN project. Feedback to and work with internal expertise as required.
- Plan implementation of SARMAAN activities across Abia, Akwa Ibom and Kano states and platforms, having oversight of plan and conduct of microplanning; Capacity building of state, Local government area (LGA), and community teams; Conduct of mass distribution of Azithromycin in communities including monitoring activities; Report development and validation; Data quality assessment and analysis across all platforms and implementing states.

### Job purpose:

The job holder will ensure that key elements like setup, target setting, training, process management, service delivery and data management are carried out to the highest

standards and that capacity for service delivery is built in Abia, Akwa Ibom and Kano States Ministries of Health (MOH). The job holder will work closely with the SARMAAN project coordinator, consultants in Abia, Akwa Ibom and Kano state, and the monitoring and evaluation officer to ensure the key programmatic deliverables of the project are achieved in the selected LGAs in the implementing states. S/He may be asked to assist with other project activities as assigned by the project coordinator.

### **Key accountabilities:**

#### **1. Implementation support (40%)**

- Supports the SARMAAN coordinator, Abia, Akwa Ibom and Kano states consultant and MOH and partners in conducting project planning meetings and development of micro-plans.
- Ensure and support implementing states develop and submit activity plans and budgets for approval.
- Support the training of Abia, Akwa Ibom and Kano States MOH and supervisors on azithromycin MDA and reporting.
- Keep Ministry and partner teams in Abia, Akwa Ibom and Kano states on track before, during and after mass drug administration campaigns.
- Ensure the accurate, timely and up-to-date documentation of activity data using the appropriate project tools in the states.

#### **2. Monitoring and Evaluation (30%)**

- Oversees monitoring and supportive supervision of project activities by the FMOH and States MOH, including analysis and using data to improve project delivery.
- Oversees the development and validation of the implementation report in all implementing states following every round of MDA.
- Support the Abia, Akwa Ibom and Kano SMOH team in all platforms in the monitoring and evaluating SARMAAN project performance.
- Work with the Ministry of Health and partners on how to interpret and use data/findings to guide decision making
- Report all Safeguarding concerns, including potential violations of Sightsavers' Safeguarding Policy and/or Code of Conduct
- Proactively provide good quality information on case studies and interesting news stories and operational research relating to the SARMAAN project.

#### **3. Advocacy (20%):**

- Building and maintaining working relationships a variety of stakeholders to strengthen opportunities for advocacy and higher visibility, representing Sightsavers at appropriate for a and ensure programme information flow.

#### **4. Research (10%):**

- To work in close collaboration with key Sightsavers colleagues and project partners to conduct research and publish findings, assist project and country MoHs in disseminating information on SARMAAN activities, studies, research, and lessons learnt.

**Core behaviours:**

- Seeks continuous improvement in own and team's performance
- Assists and encourages others to adapt to change and implement new ideas
- Continues to be positive in the face of pressure
- Active listener
- Does not pose a safeguarding risk to our beneficiaries, staff, associates, and charitable assets.
- Consultant must sign partners code of conduct and contract letter as evidence of their engagement.

**Knowledge (Education & Related Experience):**

- Degree from college or university in relevant field (Biological Sciences, Microbiology, Development Studies, Public Health, Social Sciences, Education, Health related field).
- Minimum of three years' experience in implementation of infant and child health and/or NTD related projects.
- Documented experience in training, facilitation and coordination health related project activities experience in infant and child health is a plus.
- Fluent in English, both written and spoken

**Skills:**

- Analytical skills
- Communication skills
- Facilitation skills
- Attention to detail
- Ability to build strong working relationships
- Ability to think strategically and translate concepts into action