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| Job Title: | Strategic Information (Senior) Technical Advisor  |
| Reports To (Title): | Country Director, |
| Location: | Abuja, Nigeria |

POSITION SUMMARY

The overall program objective is to support Nigeria in rapidly expanding comprehensive Covid-19 services, mitigate Covid 19 impact on HIV/AIDS services, and reduce Covid-related morbidity and mortality in Nigeria, by the provision of technical support. The SI Senior TA will work closely with relevant government partners to improve and strengthen national monitoring and evaluation (M&E) and surveillance systems and support the coordination and implementation of routine M&E activities at ICAP-supported sites.

MAJOR ACCOUNTABILITIES

The SI Technical Advisor will work closely with relevant government partners, and will be responsible for:

* Strengthening, Supporting, and coordinating the development and implementation of M&E and surveillance systems and reporting protocols
* Provide technical assistance at the national and subnational level involved in Covid 19 and HIV/AIDS projects to help with data collection and management
* Develop standard operating procedures (SOPs) for field activities related to M&E and surveillance activities
* Provide regular support and supervision to M&E and surveillance staff at National and sub-national levels
* Monitor field budget expenditure
* Prepare relevant reports for ICAP Nigeria, donors, and relevant government agencies
* Prepare activity summaries and progress reports for funding renewal applications as needed
* Participate in data analysis and writing evaluation reports, and contribute to the development of manuscripts for submission to peer-reviewed medical journals
* Organize stakeholder meetings including data review, analysis, and dissemination workshops
* Present findings of evaluation projects at national and international conferences
* Document and share best practices
* Monitor and document the transitioning of ICAP support to national entities
* Efficiency and promptness
* Exhibits a positive and professional demeanor in and outside of the workplace that exemplifies and furthers the mission, vision, and values of the program and organization
* Ability to travel frequently to field sites
* Ability to carry out other/additional duties and responsibilities as assigned by the supervisor

EDUCATION

* University degree in public health or related discipline. MD or MBBS with post-graduate degree in Statistics or public health preferred

EXPERIENCE, SKILLS & QUALIFICATIONS

* Minimum of ten years’ experience in public health program monitoring, evaluation, and operational research, preferably related to HIV/AIDS
* Experience with managing Covid 19 public health program will be an advantage
* Proven record of excellent management, leadership skills, and competency in people management
* Demonstrated experience in data collection, data analysis, and data visualization
* Extensive experience in managing monitoring and evaluation systems in the public health field in the context of a developing country, and reporting to international funders such as PEPFAR
* Familiarity with database management software and strategies for management of complex data sources
* Competency in Microsoft© Access, Excel, and PowerPoint. Proficiency in specialized statistical software like SPSS, SAS, or STATA preferred
* Excellent verbal and written communication skills in English, and experience in writing evaluation reports
* Excellent planning and organizational skills
* Ability to develop and maintain good relationships with colleagues and program partners
* Fluency in English required,
* Ability to adhere to strict professional and HIV/AIDS confidentiality regulations
* Ability to work in a multicultural environment

TRAVEL REQUIREMENTS

* Travel within Nigeria conducting capacity building, stakeholder relationship management and Project activities.