

<b>Contract duration</b>	<b>: 12 Months Fixed Term Contract</b>
<b>Anticipated start date</b>	<b>: 1<sup>st</sup> October 2023</b>
<b>Closing date for applications</b>	<b>: 20 September 2023</b>
<b>Remuneration</b>	<b>: Market related</b>
<b>STRATEGIC INFORMATION MANAGER</b>	<b>: EAST LONDON</b>

Beyond Zero (BZ) has been successfully implementing comprehensive services across the HIV and TB care continuum in the Eastern Cape (EC), Free State (FS), KwaZulu-Natal (KZN) and Limpopo Provinces in the past 18 years; targeting key and vulnerable populations including adolescents and youths, sex workers (SW), orphans and vulnerable children (OVC) and men who have sex with men (MSM) and people living with HIV amongst others.

As one of the 4 nominated Principal Recipient (PRs) in South Africa to lead and provide strategic management, oversight, monitoring, and evaluation on the implementation of the Global Fund grant.

### **Purpose of the role**

The Strategic Information (SI) Manager shall provide overall leadership, guidance and strategic direction on the planning, implementation, monitoring, evaluation reporting, learning and knowledge management for the Health Portfolio. Reporting to the Project Director, the SI Manager plays a key and central role for all BZ Health Office staff, consultants and implementing partners (IPs) on all issues related to health program (including HIV/AIDS, TB) strategic information component. The SI Manager will ensure performance monitoring, planned evaluations and on-going data analysis at all levels.

### **Duties and Responsibilities:**

1. Takes full responsibility for implementation of data validation activities across all implementing partners, ensuring that tools are updated as necessary and that a periodic schedule for these activities is developed and adhered to; that reports are received and results entered into a database, and improvement action plans are implemented effectively in line with best practices.
2. Further program learning and adaptation through analysis and triangulation of data, documenting program successes and contributing to the production of analytical and technical reports, contributing to any project or implementation research, evaluations, presentations, and related publications.
3. Lead the development of robust monitoring and evaluation systems, data management procedures and knowledge management hub.
4. Lead the monitoring and ongoing review of BZ Performance Monitoring Plan (PMP).
5. Ensure that the PMP is updated as needed, with meaningful indicators and targets that communicate the impact of Funder interventions.
6. Provide ongoing analysis of BZ and SR performance to identify key issues which require immediate action by BZ.
7. Oversee and coordinate planning and implementation of all BZ monitoring activities including coordination of data quality audits, development of communication materials and on-going quality improvement.
8. Ensure that planned development results are achieved in a highly efficient, effective, and timely manner, consistent with funder regulations, policies, and development principles.

9. Working with the Program Director on Strategic Information, oversee implementation of all activity assessments, including baselines, endlines as agreed upon by Global Fund and other stakeholders.
10. Lead all BZ reporting including the Performance Plan and Report and the CCM.
11. Coordinate with M&E team and implementing partners to ensure timely compilation and reporting of results for required indicators.
12. Perform analysis of data to inform BZ Management on program planning.
13. Liaise with the M&E team and Funder team to ensure that BZ fulfils all reporting requirements according to established deadlines.
14. Work together with DoH, development partners, and other key stakeholders to support the strengthening of key government systems at the national, district, and community level. This includes attending technical working group meetings on related issues.

### Minimum Qualification, Education and Experience

- Master's Degree in Public Health, Statistics, Social Sciences, Epidemiology, Biostatistics, Health Informatics or a health-related field is required
- Honours degree in Social Science, Statistics, Mathematic, Demography, Public Health of equivalent.
- Minimum seven (7) years' experience in monitoring and evaluation (M&E) systems, evaluation of programme, project, activity implementation.
- At least five (5) years' experience in the field of public health and in a development-oriented workplace or a related field, for donor agencies, host-country organizations, non-governmental organizations, or private-sector institutions, and which included project design, performance monitoring, and/or the analysis and interpretation of large amounts of data, is desired.
- Sound knowledge and experience regarding health M&E, data quality assurance/quality improvement, and their specificities.
- Experience in conducting data quality assessments is required.

### Skills & Competencies

- Demonstrated ability to assume management and leadership roles.
- Resourceful individual with good judgement and must be able to work diplomatically with stake holders from different backgrounds.
- User- level ability to work with computers and common software used within international donor environment.
- Ability to work under pressure in a highly pressurised environment with very tight deadlines.
- Ability to communicate effectively with different stakeholders.
- High level communication, collaboration and interpersonal skills and willingness to undertake additional responsibilities as necessary, and ability to work under pressure and meet tight deadlines.
- Valid SA driver's license and ability to travel extensively.

***By applying for any of the above-mentioned positions, applicants consent to BZ to conduct qualification, ID, Criminal and Reference checks on them which form part of its recruitment process.***

***To Apply:*** Cover letters clearly stating the Position being applied for and preferred region/location as mentioned on the adverts, CVs, and copies of qualifications must be forwarded to [gfrecruitment@beyondzero.org.za](mailto:gfrecruitment@beyondzero.org.za)

***NB. Applicants who have not heard from Beyond Zero one month after the publication of these adverts should consider their applications unsuccessful and any future correspondence from BZ thereof will be limited to shortlisted applicants only.***



# BeyondZero

a partner in public health transformation

*Beyond Zero reserves the right to re-advertise any of the above listed Positions should the need arise and reserves the right not to fill any of the listed Positions.*

*None South African Citizens and non-South African Permanent Residence holders must be in possession of valid documentation authorizing them to work in South Africa. Beyond Zero is an equal opportunity employer.*

***Candidates from key vulnerable populations are encouraged to apply.***

***By expressing the interest in the position, applicants are consenting in terms of POPI Act for their curriculum vitae be shared with the relevant people authorised to act on behalf of BZ in the recruitment process***

