

Job Title:	Grade:	Organization:	Location:
Monitoring & Evaluation Lead		Afya na Haki	Plot 6105 Valley Road, Canaan Sites, Nakwero
Administrative Reporting to:	Matrix Reporting to:		
Director Shared Services	Functional Head based on project & assignment		
Position Type:	Reportees:	Probationary Period:	
Full Time	M&E Specialist/ Officers	6 months for 2-years contract / 3 months for 1-year contract	

### Introduction

Afya na Haki (Ahaki) Institute, in collaboration with prominent educational institutions, is implementing the Science Collaboratives for Pandemics, Epidemics, and Endemic Diseases programme in Africa. This initiative is designed to address the urgent scientific needs related to all aspects of pandemic preparedness, while also responding to the broader developmental challenges facing the continent as it recovers from the initial phase of the COVID-19 pandemic.

As part of this effort, Ahaki is leading the Strengthening Health Systems Capacity in Africa for Pandemic Equity and Responsiveness (SHARPER) programme, which aims to support the development of research excellence across Africa, foster the establishment of robust continental knowledge exchange networks, and nurture a new generation of exceptional leaders. These leaders will contribute to building a thriving ecosystem of research and innovation, ultimately strengthening the resilience, equity, and responsiveness of health systems across the continent in the face of both current and future health challenges.

### Role Purpose

The Monitoring & Evaluation Lead heads the design and implementation of monitoring, evaluation, accountability and learning systems across Ahaki's academic and civil society portfolios. This strategic role ensures that institutional, programmatic, and research interventions are evidence-driven, outcomes-oriented, and continuously improving. Working across education and civil society mandates, the incumbent will embed learning frameworks that measure impact, inform decision-making, and enhance accountability to students, partners, donors, and communities.

This role demands advanced expertise in results measurement, a solid grasp of qualitative and quantitative methodologies, and a passion for strengthening African-led knowledge systems

### Key Responsibilities

#### 1. Strategy, Design & Institutional M&E Frameworks

- ▶ Lead the development and refinement of Ahaki's institutional M&E strategy, ensuring alignment with the dual mandate.
- ▶ Develop and maintain results frameworks, logic models, and theories of change for both academic and civil society programmes.
- ▶ Translate strategic priorities into measurable outcomes, performance indicators, and data use plans.

#### 2. Programme Monitoring & Adaptive Learning

- ▶ Design and implement fit-for-purpose M&E systems to track programme performance across education, research, policy, and advocacy interventions.
- ▶ Establish effective data collection, analysis, and reporting processes that inform adaptive management.
- ▶ Develop and manage real-time dashboards, learning briefs, and performance scorecards for internal and external stakeholders.

- ▶ Facilitate learning reviews, after-action reviews, and evidence-informed reflection sessions across teams

### **3. Research & Evaluation.**

- ▶ Lead or coordinate programme evaluations, operational research, and impact assessments in collaboration with research and programme teams.
- ▶ Champion rigorous methods for capturing qualitative and quantitative outcomes, especially in complex, adaptive systems.
- ▶ Provide technical oversight to external evaluators and contribute to the synthesis and dissemination of findings

### **4. Capacity Building & Systems Strengthening**

- ▶ Build capacity of programme and academic staff in M&E tools, methods, and adaptive learning principles.
- ▶ Develop institutional guidelines and templates for results monitoring, donor reporting, and learning documentation.
- ▶ Promote a culture of data use, reflection, and continuous improvement across Ahaki's functions.

### **5. Data Governance, Quality Assurance & Reporting**

- ▶ Oversee data quality audits and validation processes to ensure integrity, reliability, and compliance with standards.
- ▶ Ensure timely and high-quality donor, board, and regulatory reporting on results and impact.
- ▶ Provide technical input into academic publications, grant proposals, and institutional reports.

### **6. Collaboration & Representation**

- ▶ Work closely with Directors, Deans, Programme Managers, and the Communications Unit to align M&E with institutional priorities.
- ▶ Represent Ahaki in M&E technical working groups, communities of practice, and external evaluations.
- ▶ Collaborate with regional and global partners to harmonise frameworks and share best practices

## **Person Specification – Core Competencies & Experience**

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### **▶ Strategic & Technical Expertise**

- ▶ Proven experience in leading M&E strategy design, including results frameworks and adaptive M&E systems.
- ▶ Demonstrated ability to bridge academic metrics with development sector outcome measurement.
- ▶ Expertise in both qualitative and quantitative research and evaluation methods.

### **▶ Systems & Digital Fluency**

- ▶ Strong experience with M&E software and tools such as KoboToolbox, PowerBI, STATA, SPSS, NVivo, or equivalent.
- ▶ Familiarity with academic quality assurance systems and development indicators (e.g., SDGs, outcome harvesting).

### **▶ Capacity Development & Learning**

- ▶ Experience in building M&E capacity and institutionalising MEL systems within hybrid organisations.
- ▶ Track record in knowledge translation and the use of M&E evidence to influence policy and practice.

### **▶ Stakeholder Engagement & Reporting**

- ▶ Demonstrated ability to produce high-quality donor reports, board briefs, and academic learning products.
- ▶ Strong interpersonal skills and cross-cultural fluency in engaging with students, communities, donors, and policy actors.

### **▶ Language & Communication**

- ▶ Full professional fluency in English; ability to communicate complex data and findings to technical and non-technical audiences.
- ▶ Excellent writing, facilitation, and presentation skills.