

JOB ADVERTISEMENT
Position: 1

| Job Title | | Department/Centre | |
|---|---|--|-----------------------|
| Senior Manager- Monitoring, Evaluation, Research and Learning (MERL) Fixed term | | Centres of Excellence at James P Grant School of Public Health, BRAC University | |
| Location | Responsible to | | Date of start |
| Dhaka | Director, Centre of Excellence, JPGSPH | | 1 January 2025 |

1. JOB PURPOSE

The purpose of the **Senior Manager- Monitoring, Evaluation, Research and Learning (MERL)** position at BRAC James P Grant School of Public Health (BRAC JPGSPH) is multi-faceted and aligned with the broader objectives of the Urban Health Activities (UHA) program implemented in collaboration with selected city and municipality corporations across Bangladesh. The underlying principles of UHA are resources optimization, data to decision making and quality, and equitable health services delivery in the populations of city and municipality corporations. The job objectives are to:

- Manage and enhance the effectiveness of monitoring, evaluation, research, and learning initiatives within the UHA program, while also building the capacity of healthcare staff and providers.
- Integrate research findings from epidemiological investigations, disease mapping/surveillance, and assessments of inequality and vulnerability into program strategies and activities.
- Act as a liaison between program management and the research team, facilitating communication and collaboration.

2. JOB RESPONSIBILITY

Monitoring, Evaluation and Learning (MERL):

- Oversee the design, implementation, and continuous improvement of monitoring, evaluation, research and learning (MERL) systems and processes within the UHA program.
- Lead the development and implementation of MERL frameworks, tools, and indicators to assess UHA program effectiveness, impact, and outcomes.
- Manage a team of MERL staff, providing guidance, training, and support to ensure the quality and integrity of data collection, analysis, and reporting.
- Utilize research findings of urban health systems, epidemiology, health equity, health facility assessments, governance, financing, and quality of health care to generate evidence-based recommendations for program improvement, strategic decision-making, and organizational learning, fostering a culture of continuous improvement and accountability.
- Facilitate the documentation and dissemination of lessons learned, best practices, and success stories from program activities to promote organizational learning and knowledge sharing.
- Implement mechanisms for capturing feedback and input from stakeholders, beneficiaries, and staff to inform adaptive management strategies and promote a culture of learning and innovation within the organization.

Capacity Strengthening:

- Design and implement capacity-strengthening: initiatives aimed at enhancing the skills and knowledge of healthcare staff and providers within UHA program.
- Deliver, workshops, on the job training and seminars to healthcare managers and providers, focusing on data collection, analysis, interpretation, and utilization.

- Monitor and evaluate the impact of capacity-strengthening efforts on healthcare providers' performance and adjust strategies as needed to ensure effectiveness and sustainability.
- Process Documentation: Design and implement the process documentation activities in the cities and municipalities of UHA.

Research and Management:

- Support and coordinate the Senior Research Fellow and Statistician in conducting research projects related to urban health systems, epidemiology, health equity, health facility assessments, governance, financing, and quality of health care, primarily utilizing secondary data sources.
- Develop and implement strategic plans, policies, and procedures to guide MERL activities and ensure alignment with UHA program objectives.
- Allocate resources efficiently, including personnel, budget, and technology, to support MERL activities and achieve program goals.

3. OTHER RESPONSIBILITIES

- Supervisory role- Supervise a team of MERL staff including deputy MERL manager, providing direction, support, and guidance to ensure effective performance and professional development.
- Contributes to capacity strengthening efforts by providing training, mentorship, and knowledge dissemination opportunities to empower stakeholders and strengthen the collective ability to address complex public health issues in urban settings

4. EDUCATION, QUALIFICATIONS and EXPERIENCES

- Master's degree in public health, Social Sciences or a related field.
- At least Nine Years of experiences working in the subject area (At least 3 years of experience in managerial position)

5. PROVEN ABILITY

- Strategic planning expertise
- Strong leadership and management skills
- Proficiency in monitoring and evaluation methodologies
- Experience in conducting and overseeing research activities.
- Ability to design and deliver capacity-building initiatives.
- Excellent collaboration and communication abilities
- Problem-solving skills and adaptability
- Commitment to ethics and compliance
- Results-oriented approach
- Technical expertise in relevant areas such as epidemiology and data analysis

6. SKILLS

- Excellent interpersonal skills and ability to interact with diverse groups.
- Well developed facilitation skills.
- Strong analytical skills.

7. PERSONAL COMPETENCE

- Ability to maintain confidentiality.
- Ability to prioritize and manage time to meet deadlines.
- Self starter with ability to work independently and as part of a team.
- Awareness of and sensitivity to the multi-organizational environment in which UHA operates.

8. Salary and Benefits

- Attractive salary can be offered to highly deserving candidates.
- Festival Bonus, Earned Leave Encashment, Health and Life Insurance, Increment on annual appraisal, and others as per policy.

Application Process:

Interested candidates are invited to submit a cover letter, curriculum vitae (CV), and contact information for three professional references to recruitment.sph@bracu.ac.bd by **December 21, 2024**. Please indicate "**Senior Manager- Monitoring, Evaluation, Research and Learning (MERL)**" in the subject line of the email.

Only short-listed candidates shall be invited for the test. All tests & interviews will be held in Dhaka. BRAC JPGSPH is an equal opportunity employer and encourages applications from qualified individuals regardless of race, ethnicity, gender, age, religion, or disability.

We are committed to diversity, equity, and inclusion in our workforce and research endeavours.

The Organization reserves the right to make an appointment at a grade lower than that advertised.

JOB DESCRIPTION

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|---|----------------|---|
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