



Christian Health Association of Lesotho
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The Christian Health Association of Lesotho (CHAL) is a voluntary organization of six member churches, namely the Roman Catholic Church (RCC), the Lesotho Evangelical Church in Southern Africa (LECSA), the Church of the Bible Covenant (CBC), the Assemblies of God Lesotho (AGL), the Seventh-day Adventist Church (SAC)), and the Anglican Church in Lesotho (ACL). The Association was registered in Lesotho in 1974 under the Societies Act. CHAL facilities include 8 hospitals, 4 Schools of Nursing and 71 Health Centres. It provides about 40% of healthcare services to the population of Lesotho, focusing mainly in the rural and peri-urban areas of the country. The purpose of establishing CHAL was to provide Christian Health services of high quality to communities in various parts of the country. CHAL therefore, invites suitably qualified candidates for the position of **MONITORING, EVALUATION, RESEARCH AND LEARNING (MERL) OFFICER**.

Job Purpose

To provide monitoring, evaluation, research and learning (MERL) function for CHAL projects and operations to support management with accurate, relevant and timely information/data for evidence-based decision-making process. The MERL Officer will be responsible for designing, implementing, and managing M&E frameworks and systems; collecting, verifying, and reporting data on program activities; and capturing impact, learning, and best practices

Key Performance Areas (KPA)

- Development of M&E Plan and Performance Indicators
- Execute the M&E Plan
- Tracking of performance and reporting
- Data analysis and theory of change
- Tracking and documenting lessons learnt to inform future programming
- Lead the research and learning component in CHAL.

Key Responsibilities and Duties

- Assists in the development and implementation of CHAL M&E Strategy and Plan;
- Provides professional services for the effective monitoring and evaluation of CHAL projects, programs and activities;
- Monitors operations on a regular basis in accordance with the Operational Plan and Standards;
- Compiles monitoring information /data, and make them available for planning and reporting;
- Conduct Routine Data Quality Assessments (RDQA) and implement corrective actions to improve data quality and accountability of CHAL staff and partners, as required.

- Contributes to the preparation of management reports, drawing on monitoring and analysis of key management indicators;
- Provides technical support to ensure that the monitoring and project evaluation capacities of CHAL staff and institutions are strengthened;
- Provides regular management reports to support informed decision-making;
- Coordinates preparation of monitoring and evaluation plans and tools in accordance with CHAL relationship with the development partners using the theory of change and project documents, donor agreements and costed workplans (including the co-financing arrangements with the donors or sponsors);
- Monitors the efficiency and effectiveness of work methods and processes and make recommendations for improvements;
- Compiles monthly and quarterly reports based on the national health indicators and service delivery targets set by CHAL health facilities and feedback on facility performance;
- Liaises closely with staff and managers to ensure effective and smooth service design and delivery, recommending improvements on interrelated processes;
- Conducts supervision of registers in CHAL institutions;
- Liaises with programs staff to strengthen budget management and take corrective actions, when required;
- Initiates and supports operational research in CHAL institutions;
- Supports the development of evidence-based strategies and interventions for implementation by technical teams;
- Collaborates with the technical team in conducting continuous programme context analysis and review of research reports;
- Ensures that the knowledge generated is utilised to inform programme focus and adaptation including informing wider sector learning;
- Facilitates knowledge-sharing sessions and learning events within CHAL and other relevant stakeholders.
- Work closely with programmes and projects teams to identify learning needs and opportunities for improvement.
- Keep abreast of changes to applicable standards and best practices in monitoring and evaluation. Share knowledge and provide guidance to staff;
- Documents lessons learned and best practices in monitoring and evaluation and disseminate them with CHAL staff and institutions;
- Performs other relevant duties as may be assigned by the Deputy Executive Director

Minimum Qualifications and Experience

Degree in monitoring and evaluation, statistics, economics or any relevant social science, or any relevant field. Minimum of 3 years of professional experience in Monitoring, Evaluation, Research and Learning (MERL) of development programmes and policies, including planning, management and conducting project evaluations. Experience in USAID project management is an added advantage.

Personal Competences and Attributes

- Good knowledge of M&E concepts and practice
- Good knowledge of project design including theory of change

- Planning and organising skills
- Excellent people and communication skills
- Passion to develop capacity
- Accuracy and attention to details
- Effective time management skills
- Ability to interpret and work within the applicable financial rules and regulations, policies and procedures.

HOW TO APPLY

Interested and suitably qualified candidates should submit an application letter, Detailed Curriculum Vitae, Certified copies of educational certificates, certified copies of Identity documents and academic transcripts to:

**The Human Resources Office
Christian Health Association of Lesotho
P.O. BOX 1632
MASERU
0100**

Or send applications in one PDF format to ed@cha.org.ls with a subject line: MERL OFFICER. The document should not exceed 3MB

DISCLAIMER:

- Only shortlisted candidates will be contacted
- The closing date for receiving full applications is **Friday, 3rd May 2024 @ 12:00 Noon.**
- Applications submitted after the **3rd May 2024 @ 12:00 noon** will not be accepted.
- CHAL reserves the right to withdraw or cancel this advert