

27th November 2020



KHPT is a not for profit entity that spearheads focused initiatives to improve the health and wellbeing of communities in India. In 2003, KHPT was founded with a single mission to reduce the prevalence of HIV in Karnataka's high priority pockets. The initiative's success made it a scalable model at national and global levels and KHPT became a learning site for innovative approaches. The unique DNA of our programs is a combination of evidence generation, grassroots community connect and government relationship. With these strengths, we learned and reflected on our decade long experience leading us to look beyond HIV to four other thematic areas. KHPT currently works on TB, HIV-AIDS, MNCH, Adolescent Health and Comprehensive Primary Health Care. These are also termed as different themes in the organisation.

KHPT invites applications from committed, compassionate and competent candidates for the following position as mentioned below;

M & E Specialist: Position: 1, Bangalore

Qualification, Skills & Competencies:

- Ph.D./ Post graduate in Statistics /Population Studies/ Economics/Sociology/ Social Work or other equivalent degree.
- At least 5 years of experience in M&E of large scale public health/development interventions.
- An experienced person in designing, implementation and management of monitoring and evaluation of large scale Public Health interventions with exceptional skills in data analysis and presentation.

- Broad and comprehensive understanding of the health and development sector and issues that beset marginalized communities.
- Comprehensive understanding of the multiple functions required to successfully plan, implement and resource a project.
- A conceptual thinker, who can integrate complex and varied systems, methodologies, theories and practice of problem-solving.
- Good interpersonal skills, tact, maturity, flexibility and an empathic approach.
- Must be able to plan and strategize using an evidence-based approach that includes analysis of quantitative and qualitative data.
- Position involves travel. Knowledge of local language will be an asset.

Roles and Responsibilities:

- The M&E Specialist will supervise and manage the thematic M&E team to design and implement project M&E activities, ensuring that lessons learnt are integrated into project implementation to continuously improve the quality of interventions and outcomes.
- Develop frameworks and tools for data capturing, reporting and analysis
- Provide direction on project M&E to ensure the project/s achieves its goals and meet the corresponding targets
- Develop and ensure implementation of the Performance Monitoring Plan (PMP) to capture project performance and results, through routine service delivery data reporting, assessments for process and outcome evaluations
- Develop and oversee data flow pattern for the project/s, to ensure timely data collection and reporting
- Use data to contribute towards strategic decision-making and project planning with thematic and strategic leads
- Ensure quality of data through data verification procedures including routine data quality audits and adherence to process throughout the project lifecycle
- Supervise a team of M&E professionals across projects
- Coordinate all M&E capacity-building activities with project staff, implementing partners and facility staff
- Support research studies on a need-basis
- Internal role and responsibilities
- Provide inputs on project reviews and preparing the dashboard to highlight and assess thematic progress and achievements.

Note Any additional responsibilities assigned by the Thematic Lead as per the thematic /organization's requirement.

Reporting: The M &E Specialist will report to Thematic Lead

Salary: The salary for the above position is as per market standards and negotiable which will be fixed based on qualification, relevant experience, and interview performance.

KHPT provides a safe working environment for all its employees; follows the principle of equal opportunity and encourages women applicants to apply. Also,

physically challenged with required skills /knowledge and willing to travel are also encouraged to apply.

We will be following a systematic selection process to fill this position based on experience, competency, suitability, aptitude to work with our health programmes and in-depth knowledge of thematic areas we work. Only shortlisted candidates will be invited for an interview.

Above position demand excellent communication interpersonal /computer skills and involves travel. Preferences will be given to candidates who have work experience in the relevant field and local candidates with required experience and skillsets.

How to apply:

Interested candidates please apply using the prescribed **KHPT Application Format** with a covering letter and email it to jobs@khpt.org. Candidates can download the format by clicking on '[Application Format](#)' or visit [our website](#) to download the format.

The application should reach on or before **10th December 2020**

Please note that completed applications in the prescribed format will help us in shortlisting.