



**POSITION:** Monitoring, Evaluation, Reporting and Learning Manager  
**LOCATION:** Head Office (Pretoria)  
**SUPERVISOR:** Executive Director  
**EMPLOYMENT TYPE:** Fixed Term Contract  
**CONTRACT DURATION:** (01 March 2023 – 31 March 2025)

Isibani Development Partners is a South African-registered NGO, launched in 2011 to become a leading local technical assistance provider, systems strengthening and grants manager for health and social service in Southern Africa. Isibani has been appointed by the National Department of Health to serve as one of the Sub-Recipients (SRs) for the GLOBAL FUND TB/HIV program in King Cetshwayo (KZN) and Ekurhuleni (Gauteng) districts, from 01 April 2022 to 31 March 2025. Isibani seeks to appoint a Monitoring, Evaluation, Reporting and Learning Manager.

**Job Overview:**

The Monitoring, Evaluation, Reporting and Learning (MERL) manager will be responsible for providing strategic direction and overseeing all aspects of MERL for the Global Fund TB/HIV grant activities. This includes but is not limited to the development of a robust MERL system that will capture and report high-quality, timely, valid and verifiable programmatic results to the Principal Recipient (PR). Develop and implement a data analytics framework for all the Global Fund TB/HIV grant activities and indicators. Develop and implement learning agenda to inform the PR and other stakeholders about the lessons learned from grant activities. Conduct MERL needs assessments, baseline assessments, rapid data quality assessments (RDQAs), spot checks, program evaluations and rapid assessments in line with the strategic objectives of the grant. Support the development of grant work plan, data collection instruments and tracking progress against the set grant targets.

Provide MERL technical assistance on data analytics, reporting and data utilization for decision making to the district, sub-district and facility levels through mentorship and training. Strengthening and capacity building on existing national health information systems such as EDR.Web, TIER.Net, DHIS, HPRS and others) to enhance data visibility via dashboards and cascade analysis to enhance programme improvement.

Strengthen the quality of TB services at the district, sub-district and facility levels through regular data analysis and the implementation of Quality Improvement. Work closely with provincial and district TB/HIV managers to ensure that program and grant objectives are met.

Participate in all national, provincial and district MERL meetings, workshops and discussions to provide ongoing technical support.

**Key Performance Areas Include:**

- Provide strategic, technical leadership and oversight of all MERL aspects for the Global Fund TB/HIV grant to all project staff at SR, district and facility levels.
- Development of a robust MERL system to capture and report high-quality, timely, valid and verifiable data on programmatic results to the Principal Recipient (PR).
- Develop and implement a data analytics framework for all the Global Fund TB/HIV grant activities and indicators.
- Develop and implement learning agenda to inform the PR and other stakeholders about the lessons learned from grant activities.
- Conduct MERL needs assessments, baseline assessments, routine data quality assessments (RDQA), spot checks, program evaluations and rapid assessments and develop strategies to address identified gaps in line with the strategic objectives of the Global Fund grant.
- Develop work plan tracking indicators and targets as required.
- Oversee the development and maintenance of a comprehensive project database and ensure accurate and timely storage of electronic files.
- Support the development of grant work plan, data collection tools, standard operating procedures (SOPs) and tracking progress against the set targets.
- Provide MERL technical assistance on data analytics, reporting and data utilization for decision making to the district, sub-district and facility levels through mentorship and training.
- Promotes a culture of data usage and evidence-based decision making for continuous quality improvement through feedback, training and capacity building activities at district, health facilities and community levels through regular monthly and quarterly data review meetings.
- Strengthening existing national health information systems such as EDR.Web, TIER.Net, DHIS, HPRS and others) to enhance data visibility via dashboards and cascade analysis to enhance programme improvement at provincial, district, sub-district and facility levels.
- Strengthen the quality of TB services at the district, sub-district and facility levels through regular data analysis and the implementation of Quality Improvement.
- Work closely with provincial and district TB/HIV managers to ensure that program and grant objectives are met.
- Build and maintain partnerships with all stakeholders including participating in all district and sub-district MERL meetings, workshops and discussions to provide ongoing technical support.
- Supervise and capacitate relevant grant-related MERL staff at the district and facility levels to comply with NDoH Global Fund MERL protocols and guidelines.
- Oversee data collection, validation, collation, storage, analysis, interpretation, visualisation and reporting data collected in facilities and community levels.

- Support grant evaluation activities and assist the PR to identify topics for operational research.
- Responsible for the data analysis, writing, and review of the results and learning sections of program reports in collaboration with program staff, before submission to the PR and ensuring compliance with MERL data quality requirements and timely submissions of reports.

**Minimum Requirements:**

- NQF level 7 or higher qualification in Public Health, Development Studies, Social Sciences, Health Informatics, Information Management or Statistics, Data Management and Health Information Systems and other relevant disciplines.
- At least 7-10 years of working experience in designing, managing, and implementing results-based MERL activities, especially in public/private health sectors and TB/HIV/AIDS programmes.
- At least 5 years of supervisory experience.
- Practical working experience in setting up and managing MERL systems for health programs and the ability to build capacity and mentor others.
- At least three years of operational experience in the existing national health information system such as EDR.Web, TIER.Net, DHIS, HPRS and others) information systems.
- Experience in working with donor-funded programmes and a good understanding of the South African Department of Health system, including policies, management and health information systems and structures at the National and Provincial levels will be an added advantage.
- Excellent report writing, analytical and oral presentation skills.
- Ability to produce clear graphical representations and data visualisations of public health data especially TB and HIV/AIDS.
- Critical and strategic thinking as well as problem-solving skills.
- Ability to work under pressure and meet tight deadlines.
- Experience in knowledge management and dissemination of programmatic results and lessons learned.

Suitable candidates to send applications to: [applications@isibani.org.za](mailto:applications@isibani.org.za)

Please Note: Please specify the below reference number on the subject line of your email for a quicker response.

Subject line: **"MERL MANAGER M003"**

**Closing date: Friday, 27 January 2023**

*Kindly note that only shortlisted candidates will be notified*