



POPULATION SERVICES INTERNATIONAL, INDIA
JOB DESCRIPTION

TITLE: Senior Manager (Monitoring, Learning and Evaluation)

NUMBER OF POSITIONS: 1(One)

LOCATION: Patna, Bihar

DEPARTMENT: Programs

REPORTS TO: General Manager - Program Implementation (Project Lead)

SUPERVISES: None

GRADE LEVEL/SALARY BAND: C2

POSITION CATEGORY: Program Operations

LINK TO APPLY: <https://forms.gle/ePPuBUhKUyYUXdmr7> or email to: careers@psi.org.in

Population Services International (PSI) India is a non-profit, non-governmental organization dedicated to ensuring accessible and affordable healthcare for vulnerable populations in India, thereby improving their quality of life and well-being. Established in 1980 under the India Societies Act of 1860, PSI India began implementing full-scale activities in 1988. Over the past thirty-seven years, PSI India has demonstrated unwavering dedication and strong expertise in program implementation, planning and policy, research and evaluation, social behaviour change communication, and strategies for building habitable, sustainable, and healthy cities. PSI India has positively impacted the lives of millions across various states through its diverse programs. Its technical and operational capabilities have engaged government bodies, international and national philanthropic agencies, and private entities to address a wide range of health issues, including reproductive health, maternal health, child health, non-communicable diseases, communicable diseases, HIV/AIDS, and nutrition. For more information, please visit www.psi.org.in.

POSITION PURPOSE:

PSI India seeks an experienced, dynamic candidate for the position of monitoring, learning and evaluation in Bihar FP program. This position would be responsible for working with program in implementing a comprehensive monitoring, learning and evaluation (MLE) plan aligned to the program implementation strategies, plans, timelines and learning objectives. This position will also collate the information/data from various research to identify gaps in FP practices and provide support in guiding program strategy.

The MLE work plan of Bihar FP program includes synthesis and analysis of data from Health Management Information System (HMIS), Project Management Information System (PMIS), analysis of population based large scale sample surveys (5 rounds of NFHS and other CMWRA surveys), FLW survey. Further, the work plan also includes integration of a data quality assurance (DQA) mechanism, analysis of cost efficiency, government financial contribution for family planning and conducting qualitative case studies for learning purpose. This position is responsible to triangulate and synthesize collected data and information, generate actionable insights for the program, as well as improve utilization of data in decision making for the program.

A. DUTIES AND RESPONSIBILITIES:

- Develop and implement the MLE framework for the program and support program team in ensuring that the M&E activities are aligned with programmatic work plans
- Design project management information system (PMIS) to measure scale-up of high-impact interventions, implementation strength including the setting of clear targets for each district and monitor consistently to assess the quality and coverage of program interventions in all districts
- Develop and maintain project monitoring and reporting tools as needed to generate indicator reports for tracking progress against key indicators and demonstrate the effectiveness of program interventions
- Analyze HMIS data for all 38 districts of Bihar on a monthly basis, update HMIS Dashboard and share with program team. Build capacities of state and district level government key staffs to conduct HMIS analysis methodology and guide databased decision making.
- Analyze and produce high quality reports that highlight key findings, trends and recommendations for program improvement
- Develop both quantitative and qualitative reports by analysing data using different statistical methods, frame research designs, draw sampling methodologies, data collection and analysis process for conducting baseline, endline and midterm reviews.
- Lead in writing donor reports (monthly, quarterly and annually) along with supporting evidences on key performance indicators from data analysis and learning activities and ensure timely submission o project reports
- Work closely with partner organization to ensure smooth implementation of the activities at the state level and seek inputs on a regular basis while working on systems data (HMIS) and its use
- Track both family planning commitments and expenditure in PIP on a quarterly basis with clearly highlighting the areas require attention for strengthening budget allocation and improving expenditure for FP service delivery
- Conduct routine data quality assessments for the selected key indicators reported under health system strengthening efforts and prepare RDQA reports for sharing with the state government of Bihar to facilitate their decisions on data quality
- Undertake regular field visits to assess the systems and verify data as well as support field staff for program implementation and monitoring
- Willingness to work across projects and any other need based work as specified by the organization

B. QUALIFICATION AND EXPERIENCE:

- Post-Graduate/PhD (preferable) degree in Statistics/Economics/Social Science/Public Health/Demography/Population Sciences.
- 12-16 years of experience in monitoring and evaluation of program E and/or measuring behavior change.
- Strong understanding with principles of program implementation research and agenda setting for applied research
- Willingness to travel a minimum of 33% time every month across project geographies.
- Previous success publishing peer-reviewed journals preferred.



SKILLS:

- Strong quantitative and analytical skills using a statistical package (preferably Stata)
- Skilled in analyzing unit level data of census and other large scale sample survey data such as NFHS and other large scale datasets
- Training and relevant practical experience in quantitative and qualitative research methods, including design, data collection, data quality assurance and analysis
- Experience in managing and supervising a monitoring and evaluation team of data collectors preferred.
- Experience of working in online MIS and coordinate Information Technology activities
- Ability to communicate technical information clearly and effectively
- Interpersonal skills necessary for mentoring, organizational skills and ability to multi-task;
- A team player with strong facilitation and mentoring skills.

C. COMPETENCIES:

- **Drive Change and Innovation:** act with urgency for continuous improvement and with a bias towards action; promote development of breakthrough solutions; embrace and advocate innovations that improve results; aggressively promotes the need for breakthrough improvements.
- **Develop Others:** give people challenging assignments to develop their capabilities; provide timely coaching, instruction and feedback, create an environment where failure is seen as an opportunity to learn; Coaches others and helps them develop their knowledge and skills; Give people authority to make decisions.
- **Act with Long Term Perspective:** take actions today to build a strong foundation for future success; identify and take advantage of emerging opportunities; keep PSI's long-term goals.
- **Manage Complexity:** clarify issues in complex or ambiguous situations; balance competing priorities or goals; manage effectively in matrix organization; make timely decisions using available facts in ambiguous situations; make sense of inconsistent data; Keeps focused on key objectives and results when addressing the details of a situation.
- **Influence Decisions & Actions:** build support for recommendations and decisions; find common ground and mutual benefits to gain agreement and commitment; show enthusiasm, excitement and passion for goals. Identifies and communicates benefits to get agreement.

PSI India is an Equal Opportunity Employer and encourages applications from qualified individuals regardless of race, religion, national origin, sexual orientation or disability