**Strategic Information Coordinator x1: Zimbabwe Technical Assistance, Training and Education Center for Health (Zim-TTECH).**

**Deadline: 16 September 2022.**

**About the organization:**

Zim-TTECH is seeking highly qualified and experienced applicants to fill the position of Strategic Information Coordinator for the HIV & TB treatment and care services program. Zim-TTECH's activities occur primarily in the technical areas of health system strengthening; epidemiology and strategic information strengthening, health workforce development; operations research and evaluation; prevention, care, and treatment of infectious diseases. Zim-TTECH is funded by PEPFAR through the Center for Disease Control (CDC) to implement Strengthening Epidemiology and Strategic Information in the 44 districts of the Republic of Zimbabwe. Zim-TTECH also implements HIV & TB treatment and care services in five Zimbabwean provinces in support of the Ministry of Health and Child Care (MoHCC) under the Zim-PAAC (Zimbabwe Partnership to Accelerate AIDS Control) Program. Additionally, the ZimPAAC DREAMS consortium comprising of three local partners implements DREAMS activities in four districts in Matabeleland North Province (Bubi, Nkayi, Tsholotsho and Lupane). The contract of employment for this position is renewable yearly subject to availability of funding and satisfactory performance of the candidate.

**Position Summary**

The position is responsible for data consolidation, analysis, and reporting; monitoring and evaluation, program implementation; coordination and supervision of data collection; processing and storage activities to ensure effective program management and performance.

**Responsibilities**

Work collaboratively with the provincial and district teams to compile and consolidate high quality weekly, monthly and quarterly reports on program activities in the province. Support and supervise the collection and reporting of clinical outcome data on program specific indicators on regular basis as required by program management. Provide evidence-based guidance to program staff at (1) the central level, (2) provincial level and (3) all district levels on program performance based on data analysis. Work closely with the provincial and district health information officers to support and strengthen the District Health Information System.

Collaborate with Program Coordinators, Senior Program Managers and all other staff in implementing the SOW using evidence to drive program implementation. Participate in treatment and M & E calls with local and international I-TECH staff members. Coordinate, support and supervise routine and regular analysis of key indicators, consolidating results and providing feedback to guide program roll-out at provincial, district and site level. Monitor performance of District Strategic Information Mentors and ensure compliance with laid out SOPs, policies. Work closely with MoHCC, and Zim-TTECH consortium partners and other implementing partners to track and report both challenges and outcomes of various interventions implemented by partners in the program. Consolidate and report the results of triangulating (1) intervention data and (2) information collected using various electronic platforms, including but not limited to DHIS2 and in-house mobile application. Clean, verify and prepare data for reporting to MoHCC and supporting partners. Attend national and provincial coordination and review meetings according to the MoHCC calendar and as budget permits. Lead and coordinate data related continuous quality improvement (CQI) projects in all supported facilities. Consolidate results of regular onsite-data-verification (OSDV), monitoring the “verification factors” on the difference between DHIS2, monthly return form and facility data, and reporting monthly across all indicators on the OSDV SOP. Perform any other duties as assigned by the Supervisor.

**Qualifications, Skills and Experience**

Master’s Degree in Biostatistics, Epidemiology, Public Health, or related field is required. Minimum of 5 years working experience managing, analysing, and reporting, health related program/project data and information. Thorough knowledge of statistics and demonstrated ability to supervise and/or manage data collection activities and implementing quality assurance exercises. Strong quantitative data analysis skills, including study design and applying appropriate research methods and implementing studies according to protocols. Proficiency in at least one statistical software package e.g., STATA, SAS or SPSS is a must. Excellent report writing, presentation, interpersonal communication skills and demonstrated ability to work independently as well as collaboratively. Experience working with MoHCC and/or implementing partner health-related programs, with a strong understanding of the Zimbabwe health care system structures, are strongly encouraged.

**Commitment to Diversity**

Zim-TTECH recognizes that disparities in health around the globe stem from inequity. Therefore, the organization encourages and supports the multiple identities of staff including, but not limited to, socio-economic status, age, race, ethnicity, language, nationality, sex, gender identity and expression, culture, spiritual practice, geography, mental and physical disability. Zim-TTECH strives to become a local, national, and international leader in developing and maintaining increased representation and recognition of each of these dimensions of diversity among its staff.

Interested candidates should submit their application letter, detailed Curriculum Vitae, and certified copies of certificates to The Human Resources Manager to: [sicvacancy@zimttech.org](mailto:sicvacancy@zimttech.org)

***Only shortlisted candidates will be considered.***