Title: Research and Data Officer

Reports to: Chief Executive Officer

Location: Nairobi

Deadline: 19 March 2021

Final Interviews: 26 March 2021

This position is contingent on funding. Kenyans are encouraged to apply.

Overview

Uthabiti is a childcare market facilitator with the vision to accelerate the growth of the childcare market across Africa, with Kenya as a pilot. We envision a functioning childcare market that is anchored by a good policy and legal framework and systemic, mutually reinforcing interventions. This market will generate jobs and income opportunities, primarily for young women, while improving the health, development and well-being of all children, especially, 0-5 years.

Uthabiti Africa is currently seeking qualified candidates for the position Research and Data Officer, based in Nairobi, Kenya. The Research and Data Officer will be responsible for the design and implementation of research and data collection, management and analysis processes in Nairobi and other selected counties. They will also be responsible for development of Monitoring, evaluating and learning systems for the project, including research activities designed to build the evidence base to advance the childcare agenda.

Key Responsibilities:

- Lead and coordinate the development of a MEAL system for Uthabiti Africa, aligned to its strategic interventions
- Gathers and analyzes data about critical events that may significantly affect Childcare, thereby building adaptability into project implementation.
- Lead development and implementation of the RMEL Plan, including indicator selection and definition, target setting for all indicators, planning of all necessary data collection and analysis, and feedback loops for adaptive management.
- Coordinates all research activities, ensuring high standards of quality in planning and execution of research activities
- Oversee and directly contribute to the development and implementation of M&E tools and systems to collect, interpret and aggregate data that track tangible, measurable progress toward ECCED project results and the attainment of objectives.
- Develop high quality quantitative and qualitative methods and participatory methodologies to monitor program quality for performance and results; design appropriate feedback mechanisms to assess whether approaches implemented by the project are effective;
• Support the development of Uthabiti as a learning organization, including designing and delivering training of staff, ECCED sector stakeholders, and implementing partners on M&E components in project design, such as the monitoring plan, assessments, reviews, surveys and evaluations.

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• Ensure that findings from all monitoring, assessment and survey activities are fed back into the project and are disseminated to stakeholders and partners for continuous adjustments. • Provide ongoing oversight and technical assistance to colleagues on the implementation of lamenting the monitoring and evaluation system, ensuring data and analysis are of high quality.

• Provide high quality and timely submission of all required project reports, including documentation of success stories, analysis of data for indicator calculation and summary of qualitative findings.

• Oversee the development and implementation of childcare learning networks in Mombasa, Kisumu, Nairobi and at national level, coordinating with other partners under the CAC initiative.

• Develop and support the design and implementation of end-of-project evaluations and surveys of the program’s M&E system.

Minimum Requirements

• Master’s degree or higher in international development, communications, literature/social sciences or related field with strong grounding in quantitative and qualitative research methods required;

• At least 10 years of work experience in childcare, women’s economic empowerment, education research and evaluation implementation, analysis, and project management; • At least three years of experience managing a team of monitoring and evaluation specialists;

• Database management and knowledge management experience required;

• Demonstrated ability to use monitoring and evaluation findings for adaptive management;

• Experience with rolling assessments and/or complexity-aware monitoring is a plus;

• Strong presentation and training facilitation skills required;

• Strong computer literacy required; knowledge of quantitative and qualitative data capture, analysis and visualization software is a plus;

• Excellent knowledge of ECCED;

• Knowledge of current trends in monitoring, evaluation and research for education in emergencies is a plus;

• Demonstrated ability to work effectively with a variety of stakeholders;

• Oral and written communication skills in English required; fluency in Kiswahili is desirable;

TO APPLY

Please submit a cover letter explaining your vision and qualifications for the position and resume hr@uthabitiafrica.org with subject “Research & Data Officer” by 19th March 2021.

Only applicants selected for an interview will be contacted. Uthabiti Africa is an equal opportunity employer. Kenyans are encouraged to apply.