



Position: MEL Officer, Partnerships

Reporting to: MEL Manager

Location: Kampala, Uganda

StrongMinds (www.strongminds.org) is a dynamic and fast growing 501(c)(3) social enterprise based in Maplewood, N.J. that focuses on one of the most underserved populations and one of the most pervasive mental illnesses in the world. We treat depression among women of all ages in Africa, where access to mental health treatment is extremely limited, and will be launching our services in Newark, New Jersey beginning in 2023.

Since its start in 2014, StrongMinds has treated over 170,000 women with depression in Uganda and Zambia. *We are the only organization scaling a solution to depression with the potential to serve millions in the next ten years.*

StrongMinds has earned an impressive reputation in the global mental health space. In addition to media coverage in the New York Times, Forbes, BBC World Service, and the Stanford Social Innovation Review, we are described by the U.K. organization, Founders Pledge, as the most cost-effective mental health organization working in the developing world.

About StrongMinds Uganda

StrongMinds Uganda (SMU) is a non-profit, non-governmental organization (Registration No.S.5914/11746) situated at Plot 30, Luthuli Rise Bugolobi, PO Box 110666, Kampala, Uganda. SMU's mandate is to improve women's mental health in Uganda by implementing a simple, evidence-based, and cost-efficient model of group talk therapy based on group interpersonal psychotherapy (IPT-G). SMU has a field presence in Lamwo, Kotido, Mbale, Wakiso, Mayuge, Mbarara, Mukono, Kampala, and Iganga. SMU services can also be accessed virtually via *252# and select option 10 for free counseling over the phone.

Job Purpose

The job purpose of the Monitoring, Evaluation, and Learning (MEL) Officer assigned to SMU partners is to collaboratively support the designing and implementation of monitoring and evaluation plans for each partner. The M&E Officer will work closely with staff from each partner organization to ensure that program indicators and processes for measuring program performance are consistently adhered to by SMU and its partners. The MEL officer will also prepare a clean dataset of clients treated for depression for each cycle of care implemented by partners.

The officer will also document stories of change captured from clients and partner staff to depict the value depression treatment adds to productivity and other development indicators at the individual and household levels. The role holder will ensure that partners adhere to the post-therapy assessments for IPTG as an independent opinion

about the efficacy of the SM model in building resilience among program participants after their termination from therapy. The officer will drive program accountability among clients and stakeholder groups by sharing results and learning with internal and external audiences. Overall, the job purpose of the MEL Officer for Partnerships is to ensure that the program is implemented effectively, that it achieves its intended results, and that the partners involved can work together efficiently.

Responsibilities:

- Support partner organizations to determine the main performance indicators for the partnership and log-frame based on the co-creation process done at the inception of the partnership.
- Collaborate with partner organizations to develop and implement monitoring and evaluation frameworks and partnership plans.
- Support SMU partners to align plans for MEL based on performance indicators derived from the co-creation processes.
- Train partner staff and volunteers in monitoring and evaluation skills essential for implementing the monitoring and evaluation framework for the partnership. The skills include, among others, SMS data collection and entry, application of the tools such as the Patient Health Questionnaire 9 and screening tools.
- Conduct cycle-based data quality checks and verification of client files to ensure the accuracy and correctness of data collected before, during and after group therapy.
- Prepare a CLEAN dataset for all client data collected during each treatment cycle highlighting, among others, PHQ 9 scores, number of sessions attended, depression-free rates, and average change scores, among other important metrics.
- Facilitate the implementation of accountability mechanisms and processes within partnerships.
- Document and disseminate partnership results and learnings to both internal and external stakeholders.
- Routinely collect and document stories of change and other best practices captured from the work of SMU partners to re-enforce the quantitative results of the program.
- Support SMU partners to integrate their data from treating depression into district local government health information management systems and the Office of the Prime Ministers' refugee reporting portal.
- Support the development of reports, publications, and other communication materials to share program results and learning in partnership with other organizations.
- Develop and maintain positive relationships with partner organizations to ensure effective collaboration and coordination.
- Foster a culture of learning and continuous improvement within the partnerships.
- Represent the organization in external forums and network with other organizations in the same field.

The MEL Officer should have a strong background in monitoring and evaluation. They should be confident in undertaking both quantitative and qualitative M&E designs. The M&E officer partnership should be a strong collaborator and trainer of others, especially in using data to hold each other accountable. Previous experience in project management and implementation is desirable. Strong analytical, communication and writing skills are also essential for this role. Additionally, having experience working with partnerships and knowledge of partnership management principles is critical.

Education:

Bachelor's degree qualification in Social Sciences, Development studies, Quantitative Economics, Statistics, population studies or another related field with a postgraduate qualification in M&E preferred.

Experience:

- Minimum of five (5) years of professional experience in an M&E position responsible for implementing M&E activities of development projects.
- Experience in designing, implementing, and operating project M&E systems from project initiation to closeout stages.
- Indicator selection, target setting, reporting, database management, and developing M&E and performance monitoring plans.
- Relevant experience in field survey/data collection techniques, data entry, data verification, analysis, and Data quality assessments.
- Knowledge of the major evaluation methodologies (e.g., qualitative, quantitative, mixed-method, and impact).

Competencies:

- Good knowledge of program implementation, monitoring and evaluation techniques and practices.
- Familiarity with some of the substantive issues in mental health.
- Ability to deal with people with tact and diplomacy.
- Ability to build on relevant knowledge within and outside SMU as well as actively share her/his experience and expertise with colleagues and partners.
- Excellent written and spoken command of English.
- Strong team coordination, listening, and consensus-building skills.

The MEL Officer will also be expected to model StrongMinds' core values:

- We are people focused.
- We think big and act fast.
- We are data-driven.
- We do what we say and say what we do.
- We believe in collaboration, not competition.

How to Apply:

All qualified and interested candidates should submit the following documents; a) a cover letter; b) CV indicating three referees, two of whom should have been your direct supervisors & salary history (attached as one document) to careersug@strongminds.org mentioning “**MEL Officer for Partnerships**” in the subject line by *7th March 2023; 5.00 pm*. Only on-line applications will be accepted. Incomplete applications will not be reviewed or considered.

StrongMinds Uganda is an equal-opportunity employer. Candidates are therefore encouraged to apply at the earliest opportunity; however, only shortlisted candidates will be contacted. StrongMinds is committed to prioritizing the safety and well-being of children and young people. Therefore, all successful applicants must sign onto our Safeguarding/CP policy and code of conduct & complete a police check with Interpol. StrongMinds does not ask for money at any stage of the recruitment process.

For questions, email the people and culture team at smu_hr@strongminds.org.