



Project Assistant- Malaria

Location: Nyamira and Kisii Counties, Kenya

We believe in a world in which every human life is valued, and health and human dignity are shared by all.

We believe that access to quality healthcare is a basic human right. For more than 100 years, we have worked with global partners to deliver locally sustainable, quality healthcare solutions to women, children, and their communities. We're ready to make it 100 more.

We believe change starts with her.

We work tirelessly for women's and children's health because they are disproportionately affected by illness and poverty. We know that healthy, educated, and empowered women are better able to raise healthy, educated, and confident children, and that communities depend on their livelihoods. We're making an impact – [learn more](#).

Building around a new CHAMPS (**CH**ildren **And** **M**other **P**artnership**S**) model, CMMB will work at both the community and clinical levels in these targeted communities to strengthen health services and address the leading causes of maternal and child death. In addition, CMMB will expand its volunteer program to strengthen health care delivery in CHAMPS-supported facilities and will engage with the pharmaceutical industry to help meet the needs of CHAMPS communities and facilities.

CMMB is committed to learning and evolving in order to successfully achieve impact in its strategy and will have strong vertical and horizontal team structures in alignment to the global strategy in order to encourage accountability, communication, and effective project management.

We believe in people.

We strive to live out our core values of **collaboration**, **love**, **excellence**, **Accountability** and **respect** every day. We provide our employees with a competitive salary and a meaningful benefits package, with opportunities to learn and grow. We especially encourage all persons of diverse backgrounds to apply.

Project Summary

CMMB supports community-based malaria prevention activities in the malaria epidemic-prone highland counties of Nyamira, Nandi and Kericho with support from the Global Fund to Fight AIDS, Tuberculosis and Malaria through Amref Health Africa in Kenya. This contributes to the national goal of reducing the malaria incidence and deaths by at least 75% from 2016 levels by 2023 through case management of malaria at community level, building the capacity of community health volunteers (CHV), and equipping, and supporting them. The project works towards strengthening the health management information system (HMIS) for timely generation and reporting of community-level malaria data into national reporting platforms. It seeks, to improve service delivery infrastructure at community and facility levels by supporting oversight and supportive supervision functions to guide both for CHV and healthcare workers in their work of improving malaria-related health outcomes in their communities.

Overview

You will support the day-to-day implementation of project interventions and be responsible for the realization of project deliverables within your area of operation. Further, s/he will support operationalization of program quality, documentation, experience sharing and learning initiatives introduced by the project as well as contribute to the



preparation of timely donor reports. The position will also support the project's stakeholder engagements in the county with overall support and guidance of the Project Officer and Project Manager.

Responsibilities

Project Management:

- Participate in planning of project activities and set high quality performance targets, ensuring adherence to technical standards, best practices, and donor guidelines.
- Review and track progress of project implementation and utilization of project resources, using participatory processes to overcome implementation obstacles.
- Maintain up-to-date documentation related to project monitoring and implementation, including up-to-date performance data on the malaria indicators being tracked by the project.
- Ensure a working environment of mutual trust, respect, and care with other staff, encouraging effective teamwork with staff members and partners.
- Identification, recruitment, and retention of beneficiaries

Budget and Financial Management:

- Ensure that project activities comply with CMMB financial guidelines, policies, procedures, and regulations.
- In collaboration with the finance teams and supporting the project officers, ensure timely payments of project beneficiaries and provide liquidation reports.
- Participate in the preparation of annual project budgets, quarterly and monthly budgets.

Monitoring, Accountability, Evaluation and Learning:

- Use appropriate project management tools to plan, review and track project progress on project implementation.
- Promote innovative/effective methods towards achievement of project objectives.
- Support documentation processes of project success stories, best practices, lessons learnt and other project innovations and learnings.
- Mentor the community health volunteers towards implementation of community case management of malaria and malaria in pregnancy interventions.
- Support implementation of community-based project activities to ensure adherence to set quality standards.
- Monitor the performance of community health volunteers, community health units and continuously mentor them as needed.
- Work with the Project and M&E Officers to prepare donor project narrative reports, collect monthly and quarterly performance data, as well as other reports needed/required.
- Regularly organize and coordinate meetings with key stakeholders on project progress and challenges.

Partnership:

- Engage stakeholders at all stages of the project cycle for their insights on the appropriateness of project approaches and interventions.
- Attending malaria and community health services related technical working groups and stakeholder meetings at the county, sub county and community.



Qualifications

- You have a bachelor's degree in Social Sciences, Community Health, or related field
- You have at least 3 years in Community Health work within a public health focused Non-Governmental Organization.
- You have experience in implementing Health interventions among various sub populations including pregnant women.
- You understand the community case management of malaria and malaria in pregnancy interventions
- You have impressive community mobilization experience
- You have an extensive understanding of the Community Health Strategy and working with the various structures under the same.
- Experience in the implementation of Global Fund Malaria Grants is an added advantage
- Your analytical and writing skills are very good
- You have experience working with Microsoft Word, Excel and have data analysis software skills
- You are comfortable working for a faith-based organization.
- You believe in CMMB, where we are going, and what we can do together to achieve **Healthier Lives Worldwide**.

How to apply

Visit our [careers page](#) for more information and [click here](#)

All applications must be received by 15th June 2023

Note: Only Shortlisted candidates will be contacted.