Position: Chinese Short Term Adviser: Monitoring and Evaluation

Employment Type: A series of short term inputs over 2-3 years

Location: Lhasa, Tibet Autonomous Region – with travel within the Region required

Context:
The Burnet Institute is one of Australia’s leading medical research and public health Institutes comprising more than 350 scientists and public health professionals based at our laboratory facilities and headquarters in Melbourne, and over 150 health professionals located in eight countries across Asia, the Pacific and Africa. It is the only medical research institute that is an AusAID accredited NGO.

The Centre for International Health is committed to improving the health of communities in developing countries through the strengthening of primary health care and the control of communicable diseases. The Centre delivers technical advice, applied research, policy development and training and education programs, provided in a community health context.

Burnet Institute is partnering with the Tibet Regional Health Bureau and AusAID on the AusAID funded Tibet Health Capacity Building Program (Tibet Health). The purpose of Tibet Health is to build management capacity of health services throughout Tibet Autonomous Region (TAR) and to strengthen technical/clinical skills and knowledge within the health workforce.

Position Summary
The Chinese STA M&E is responsible for supporting the Tibet Health Team Leader in building and maintaining an M&E system for the program which is robust, relevant within China and achievable within the TAR context.

The Chinese STA will work with the International STA M&E, the Team Leader and program implementation team, also supported by the International Senior Technical Coordinator (STC) and Technical Reference Group.

In-TAR inputs will be conducted in close coordination with the local M&E Working Group (comprising both Program staff and TRHB personnel involved in the Program).

Specific tasks will be designed and agreed in collaboration with the Team Leader and International STA M&E, and will include (but may not be limited to):

- Contributing to the design the program M&E framework at start-up of the program, with International STA M&E. This will include ensuring that indicators are both measurable within existing TAR government system and liaising with counterparts to ensure ability of program team to access data to track progress against these indicators.
- Designing and leading the M&E workshop with program team and counterparts at start-up of the program, jointly with the International STA M&E
- Advising on the initial selection of the local M&E Working Group members, defining TOR of that group in consultation with Team Leader and International STA M&E, and guiding the group in supporting M&E needs of the program.
• Working with Team Leader, International STA M&E and M&E working group to design and refine M&E database
• Undertaking evaluation interviews and review of local data in Lhasa at regular intervals, likely to be once per year
• Leading the preparation of M&E reports required as part of six monthly and annual milestone reports, with International STA M&E and local M&E working group
• Supporting the program team to prepare activity reports required as part of six monthly and annual milestone reports, with International STA M&E and Team Leader
• Providing on-going support to Team Leader on M&E issues as required, including delivering in-Lhasa capacity building activities to program staff on M&E as needs are identified
• Participating in the Technical Reference Group as required, and/or respond via email to specific requests for input to Program M&E
• Working with Team Leader and Program Manager to prepare for AusAID reviews (TAGs, MTR) and responding to recommendations of these reviews as requested

Experience
The successful candidate will have a recognised and valued track record in qualitative and quantitative evaluations, either for development projects or as part of operational research within China at provincial level, preferably in the health sector. Experience of providing support to international development cooperation programs is desirable, but not essential. The candidate will have good understanding of current issues in Chinese health reform, especially as they relate to Western China.

Essential Professional/Technical Qualifications and Competencies
Bachelor’s degree or above in health or development studies, with at least five year’s relevant work experience

The CSTA M&E professional competencies and capabilities will include up-to-date knowledge and technical proficiency in:
• Evaluation tools for assessing health program processes and effectiveness
• Qualitative methods and social science research skills as applied to health
• Quantitative methods for review of health information system databases
• Design and implementation of health surveys at population and/or health facility level
• Design and conduct of interviews with senior health managers, health workers and community members
• Strategic and critical thinking and planning
• Mentoring and teaching skills
• High level report writing
• Successful achievements in sensitive, complex, and challenging environments.

Desirable Professional Technical Competencies and Capabilities
Desirable technical competencies and capabilities include one or some of the following:
• Understanding of health or development in Tibet
• Evaluation of international development cooperation programs, especially AusAID
• Health policy and connections between evidence and policy
• Gender analysis
Personal Competencies and Capabilities
The CSTA M&E personal competencies and capabilities will include:

- Fluent in written and spoken Chinese
- Team player
- Integrity
- Strong interpersonal skills
- Strong oral and written communication skills, in both Chinese and English
- Effective consultation skills
- Critical thinking
- A history of meeting deadlines
- Demonstrated capacity to work sensitively in an evolving policy context and in a coordinated fashion with key stakeholders
- Willing to travel to and work in difficult or remote environments

The position will require travel to Lhasa, Tibet Autonomous Region and to remote areas with the Region. The successful candidate will be fluent in written and spoken Chinese, and should already be based in China.

Chinese Nationals are encouraged to apply.

Full position details are available here: [http://www.burnet.edu.au/careers_and_employment](http://www.burnet.edu.au/careers_and_employment)

For further information, please contact Lai Youwen, Team Leader, Tibet Health Capacity Building Program: [lai_youwen@yahoo.com.cn](mailto:lai_youwen@yahoo.com.cn).

Written applications addressing the Essential Professional/Technical Qualifications and Competencies as outlined in the position description (no more than 2 pages), and a detailed resume (no more than five pages, in English and Chinese) including the names and contact details of three referees should be emailed to [paulduffy@burnet.edu.au](mailto:paulduffy@burnet.edu.au).

Burnet Institute is a child safe organisation. The successful applicant will be required to undertake a police check.

Applications close 1 November 2012