

VACANCY ANNOUNCEMENT DATA MANAGER

LVCT Health is an established Kenyan NGO that is renowned for the implementation of health programs at scale in Kenya. Through its vision of **Empowered Healthy Communities**, LVCT Health is a leader in designing and implementing innovative HIV prevention and treatment approaches, sexual and reproductive health and gender-based violence programs reaching the most vulnerable populations. LVCT Health works with the government and other stakeholders at the national and county levels.

The USAID Stawisha Pwani is a 5-year program funded by the President’s Emergency Plan for AIDS Relief (PEPFAR) through the US Agency for International Development (USAID) to increase the use of quality county-led health services in four Coastal counties of Kilifi, Kwale, Mombasa and Taita Taveta. The aim of the program is to strengthen county health systems with a focus on HIV Prevention & Treatment, Family Planning, Reproductive, Maternal, Child and Adolescent Health (FP/ RMNCAH) and Nutrition. The program will support the four county governments toward sustainability in quality and systems of health services. The program objectives are:

- Increased demand for and access to quality HIV prevention services.
- Increased demand for and access to quality HIV treatment services.
- Use of quality FP, Reproductive, Maternal, Newborn, Child & Adolescent Health and Nutrition services (FP/RMNCAH)
- Strengthened capacity of county health systems, local partners and communities to deliver quality health services.

LVCT health seeks to fill in the following position: -

POSITION:	Data Manager	DM/LVCT/03/2023
REPORTING TO:	Monitoring and Evaluation Specialist	
LOCATION:	Coast Region, Kenya	

Job purpose

The Data Manager will provide day to day management of data issues to the project, giving various approaches to data retrieval, cleaning, collation and preliminary data analysis to identify potential data anomalies. The data manager will also support data quality improvement efforts to the project. The incumbent will ensure availability of quality data for surveillance monitoring, evaluation and learning to the organization, the Ministry of Health, funding agencies and stakeholders at both national and county levels.

The position will be contracted initially for one year inclusive of three months’ probation period and renewable thereafter, depending on availability of funding.

Responsibilities

- Lead retrieval, cleaning, collation and organization of data from various sources and organizing it to answer various research questions and for population of summary reports.
- Support development of tailored dashboards and reports for specific audiences depending on their data use needs for program performance assessment and decision making.

- Write and run appropriate queries from the databases and assist in implementing database developments that meet the data requirements for the project.
- Test any new data management processes and systems, and advise the HMIS unit on ways to improve them.
- Prepare quarterly, semi-annual and annual data summaries to be included in reports to the Ministry of Health and funding agencies.
- Contribute to the design of collection protocols and/or SOPs.
- Design and approve forms for data collection.
- Support quality improvements by performing descriptive data analysis and data quality assurance checks to detect anomalies and advise the quality improvement teams with action points.
- Contribute to data quality capacity building efforts within the organization and the Ministry of Health.
- Contribute to dissemination of results through peer-review publications.
- Archive data.
- Any other duties as maybe assigned.

Qualifications

- Bachelor's degree in Statistics, Mathematics, Computer Science or related fields is required. Additional Master's degree in Public Health, Epidemiology, Demography, Data Science, Statistics, or Biostatistics will be an added advantage.
- Must have least four (4) years of experience in statistical computing with quantitative health data
- Must be proficient in MS Excel and at least two statistical software packages e.g., Stata, R, SAS, SPSS, and EpiInfo.
- Must be able to write and run queries for management and retrieval of data from databases, e.g., MySQL scripting language syntax.
- Understanding of routine health data and health information systems in Kenya.
- Understanding of data quality assessment tools and methods, and experience in addressing data quality issues related to routine health information data.
- Proficiency in analyzing and interpreting routine and non-routine data, and effectively communicating results and findings.
- Knowledge of data analytics and visualization tools, techniques, and methods.
- Excellent problem-solving skills, ability to work with all levels of internal staff and ability to be flexible in handling multiple priorities.

How to Apply

Interested and qualified candidates are invited to submit their applications and CV along with a cover letter expressing interest and indicating **Salary history** and **expectations** to recruitment@lvcthealth.org . The position applied for and reference number should be clearly indicated on the subject line and cover letter; Female candidates are encouraged to apply.

The closing date is **March 23, 2023**. Only shortlisted candidates will be contacted.

LVCT Health is an equal opportunity employer. Please visit our website www.lvcthealth.org for more information about the organization.

LVCT Health **DOES NOT CHARGE** any fee whatsoever in any part of the recruitment process.

LVCT Health is committed to preventing any type of unwanted behaviour at work including sexual harassment, exploitation and abuse, stigma and discrimination of individuals of various diversity, lack of integrity and financial misconduct. LVCT Health expects all staff and volunteers to share this commitment. Failure to adhere will result in disciplinary action.